

**CITY OF TAKOMA PARK, MARYLAND
CITY COUNCIL REMOTE MEETING
CLOSED SESSION, PRESENTATION, VOTING SESSION
AND WORK SESSION**

Wednesday, May 19, 2021

MINUTES

Minutes adopted October 20, 2021

CLOSED SESSION – WEDNESDAY, MAY 19, 2021

The City Council convened at 5:30 PM on Zoom to vote to go into closed session to consult with the City Attorney to obtain legal advice regarding the Takoma Junction Redevelopment Project and to consult with the City Attorney and staff regarding pending litigation. The meeting was closed pursuant to Annotated Code of Maryland, General Provisions Article, §3-305(b)(7) and (8). Mr. Seamens moved to close the meeting; second by Mr. Kovar. VOTING FOR: Stewart, Kovar, Seamens, and Smith. ABSENT: Dyballa, Kostiuk, Searcy.

Present for the Closed Session: Mayor Stewart, Councilmembers Kovar, Dyballa, Kostiuk, Seamens, Smith, and Searcy; City Attorney Cornbrooks, City Manager Ludlow, Deputy City Manager Clarke, and City Clerk Carpenter. The Council received legal advice related to the development review and relations with NDC and TPSS Co-op, and discussed planning related to the litigation filed by the Co-op. There were no recorded votes and no action was taken.

The closed session was adjourned at 7:10 PM.

RECONVENE IN OPEN SESSION

The City Council reconvened for the public session at 7:30 PM.

Present: Mayor Stewart, Councilmember Kovar, Councilmember Dyballa, Councilmember Kostiuk, Councilmember Seamens, Councilmember Smith, Councilmember Searcy

Also Present: City Manager Ludlow, Deputy Manager Clarke, City Clerk Carpenter, Urban Forest Manager Frye, Public Works Director Braithwaite

CHANGES TO THE AGENDA / AGENDA SCHEDULING UPDATE

Mayor Stewart announced that the Council will not meet on May 26. The next regular meeting will be on June 2.

FOR THE RECORD

- **Proclamation Thanking the 20th District Delegation for Its Efforts in the 2021 Legislative Session (attached)**

Mayor Stewart read the proclamation. Delegate David Moon and Delegate Lorig Charkoudian were present to hear the proclamation and make brief remarks.

- **Proclamation of Foster Care Awareness Month (attached)**
- **Proclamation of Bike to Work Day (attached)**

UPDATE FROM THE YOUTH COUNCIL

Julia Maynard provided the update on behalf of the Youth Council. The Youth Council supports increased mental health services for the community. The Youth Council has also issued a resolution recognizing the Armenian genocide and recognizing April 24 as a day of commemoration for those victims.

PRESENTATION

1. Legislative Advocate's Report on the 2021 Legislative Session

Ann Ciekot, Public Policy Partners, presented a recap of the Session and the outcomes on the Council's priority bills. (Presentation attached.)

PUBLIC COMMENTS

Tom Gagliardo, Ward 1, requested the Council to comment on the Community Vision presentation regarding the Takoma Junction development.

Linda Pentz Gunter, former member of the Nuclear-Free Takoma Park Committee, commented on the need to continue the Committee.

Paul Gunter, Member of the Nuclear-Free Takoma Park Committee, spoke in support of maintaining the Nuclear-Free Committee.

Sue Miller, questioned the Council's reporting on the recent closed sessions.

Stephen Kern, commented on the Takoma Junction Development and the Council's lack of public statements since TPSS Co-op filed it's lawsuit against the City and NDC.

Julie Boddy, member of the Nuclear-Free Takoma Park Committee, read a letter from her and Bob Alvarez in support of the City Nuclear-Free Committee and divestment from SunTrust Bank.

Roger Schlegel, Allegheny Avenue, commented on the proposed NDC site plan and public space, stormwater, and traffic.

Jay Levy, Chair of the Nuclear-Free Takoma Park Committee, commented on the value of the Committee and need to maintain and improve it.

COUNCIL COMMENTS

Ms. Kostiuk commented on the committee review process and proposals, Bike to Work Day, mental health awareness, and provided an update on DC's Department of Transportation project on Eastern Avenue. She also reported on the Transportation Planning Board meeting and its discussion of transportation emissions.

Mr. Kovar reported on additional DC work on Eastern Avenue near Ward 1. He also recognized the comments of the Nuclear-Free Committee and noted that the Council had not yet made any decision on the recommendations of the subcommittee.

Mr. Smith commented in support of the Nuclear-Free Committee. He also remarked on the lack of broadband access for many Takoma Park residents and urged the City to promote low cost options, provide financial support, and increase the Library's ability to loan equipment and provide services.

Ms. Searcy recognized the comments from the Nuclear-Free Committee and commented on the committee review process. She noted upcoming COVID-19 vaccination clinics and reported on a Purple Line Community Advisory Committee meeting. Ms. Searcy also noted the Hillwood Manor Playground design survey.

Ms. Dyballa noted upcoming COG Committee meetings that she will be attending.

Ms. Stewart reported on a Dance Exchange anniversary event that she attended. She noted upcoming vaccine clinics. Ms. Stewart noted that the closed session forms had been completed and filled out. City staff will post them on the appropriate place on the City website.

CITY MANAGER COMMENTS

Ms. Ludlow's comments are attached.

VOTING SESSION

2. Second Reading Ordinance Adopting the FY 2022 Tax Rate

Councilmember Dyballa moved adoption of the tax rate ordinance. Mr. Seamens seconded the motion. The motion carried (VOTING FOR: Stewart, Kovar, Dyballa, Kostiuk, Seamens, Smith, Searcy).

Ordinance 2021-18 (attached)

COUNCIL VOTE TO CONVENE AS THE STORMWATER MANAGEMENT BOARD

Ms. Kostiuk moved to convene as the Stormwater Management Board; second by Ms. Searcy. The motion carried (VOTING FOR: Stewart, Kovar, Dyballa, Kostiuk, Seamens, Smith, Searcy).

3. Second Reading Ordinance Adopting the FY 2022 Stormwater Management Budget

The ordinance was revised since first reading to add reference to the cap of \$275 on the fee for single family residential properties for FY 2022.

Ms. Dyballa moved adoption of the amended ordinance. Ms. Kostiuk seconded the motion. The motion carried (VOTING FOR: Stewart, Kovar, Dyballa, Kostiuk, Seamens, Searcy; VOTING NO: Smith).

Ordinance 2021-19 (attached)

4. Second Reading Ordinance Adopting the FY 2022 Budget

Additional information was added to the whereas clauses after Council's discussion at first reading. The information related to use of American Rescue Plan Act funding and the recommendations of the Reimagining Public Safety Task Force.

Councilmember Kovar moved adoption of the amended ordinance; second by Councilmember Dyballa. The motion carried (VOTING FOR: Stewart, Kovar, Dyballa, Kostiuk, Seamens, Smith, Searcy).

Ordinance 2021-20 (attached)

5. Resolution Approving Request to Close Laurel Avenue for the Washington Opera Truck Performance on May 28

Mr. Kovar moved adoption of the resolution. Ms. Kostiuk seconded the motion. The motion carried (VOTING FOR: Stewart, Kovar, Dyballa, Kostiuk, Seamens, Smith, Searcy).

Resolution 2021-11 (attached)

WORK SESSION

6. Update from Urban Forest Manager and Implementation Plans for Directives from the Tree Canopy Resolution

Urban Forest Manager Marty Frye made the presentation (attached).

7. Discussion of Procurement (Purchase of Police Field Radios)

Ms. Ludlow briefed the Council on the proposed purchase. An ordinance is scheduled for Council consideration at the next meeting.

8. Discussion of Committees

Council subcommittee members Dyballa, Kostiuk, and Searcy presented information and led Council through a discussion of the recommendations. (Presentation attached.)

ADJOURNMENT

The Council adjourned for the evening at approximately 11:40 PM.



Mayoral Proclamation

2021 FOSTER CARE RECOGNITION MONTH

WHEREAS, we have a responsibility as individuals, neighbors, and community members to recognize that all children need love, support, security and a place to call home; and

WHEREAS, there are 424,000 youth in foster care across the nation, and foster families open their homes to provide a stable, nurturing environment; and

WHEREAS, we must come together as a community to recognize the important role foster parents play in caring for children who have experienced abuse, neglect, or loss, supporting family reunification and building strong communities; and

WHEREAS, during National Care Recognition Month we celebrate all those who have invited a child in need into their hearts and homes and express our profound appreciation for those who make foster care possible.

NOW THEREFORE, I, KATE STEWART, MAYOR OF THE CITY OF TAKOMA PARK, MARYLAND, hereby proclaim May as Foster Care Recognition Month in Takoma Park and urge all residents to support and recognize the commitment of foster parents who care for and support these children and youth.

Dated this 19th day of May, 2021.

Kate Stewart
Mayor



Mayoral Proclamation

Bike to Work Day - Friday, May 21, 2021

- WHEREAS, bicycle commuting is an effective means to improve air quality, reduce traffic congestion, and conserve energy; and
- WHEREAS, bicycle commuting benefits both employees and employers through better employee health and fitness as well as reduced commuting and parking costs and reduced congestion; and
- WHEREAS, the City of Takoma Park is implementing bikeways improvements throughout the City to encourage and facilitate safe and convenient travel by bicycle; and
- WHEREAS, the Metropolitan Washington Council of Governments promotes bicycling and organizes Bike to Work with the Washington Area Bicyclist Association; and
- WHEREAS, many residents have increased their active transportation during the COVID-19 pandemic, including biking and walking, and residents are encouraged to get exercise by biking on Bike to Work Day even if they are teleworking due to COVID-19; and
- WHEREAS, Takoma Park Housing and Community Development staff coordinates two Bike to Work Day “pit stops” in the City, in partnership with local businesses; and
- WHEREAS, the week of May 17-23 is National Bike to Work Week, which promotes bicycling as a feasible and fun means of transportation.

NOW, THEREFORE, I, Kate Stewart, Mayor of the City of Takoma Park, Maryland, on behalf of the Council, staff and residents, hereby proclaim Friday, May 21, 2021, as Bike to Work Day, and encourage all residents and local employees to register to bike to work by visiting www.biketoworkmetrodc.org.

Dated this 19th day of May, 2021.

Kate Stewart
Mayor



Mayoral Proclamation

Achievements of the District 20 Delegation in the 2021 Legislative Session

- WHEREAS, the 2021 Maryland General Assembly Session, held in a largely virtual format due to the COVID-19 pandemic, resulted in significant advancements in issues important to the City of Takoma Park and its residents and businesses; and
- WHEREAS, during the Session, Senator Will Smith presided over the most comprehensive and consequential reform of policing in our state's history; and
- WHEREAS, Senator Smith led efforts to change how the State compensates people wrongfully convicted for a crime they did not commit, abolish the practice of sentencing a youth to die in prison without an opportunity to petition the court for consideration of a reduction in sentence, and reform the parole decision-making process; and
- WHEREAS, Senator Smith supported our immigrant neighbors by sponsoring the Dignity Not Detention Act which will end state involvement in private ICE detention centers and stop law enforcement from asking about citizenship status; and
- WHEREAS, Senator Smith worked in support of the LGBTQ+ community to help pass legislation prohibiting a so-called "panic defense" from being used as a mitigating factor in criminal prosecutions, ensuring greater privacy protections in the legal name-changing process, and explicitly include gender identity as a protected class in the State's hate crime law; and
- WHEREAS, Delegate David Moon served as floor leader during key House of Delegates debates in the passage of numerous police accountability reforms this year including reining in police use of force, increasing compensation for those harmed by police, doubling the amount of bodycam footage police need to record leading up to incidents, and banning police departments from ignoring misconduct; and
- WHEREAS, Delegate Moon led the floor defense of a bill to close Maryland's for-profit ICE detention centers and helped to shepherd the bill through the House Judiciary Committee; and

- WHEREAS, Delegate Moon passed legislation giving Montgomery County and its municipalities more authority in lowering speed limits in the pursuit of pedestrian and bicycle safety, which was a Takoma Park legislative priority; and
- WHEREAS, Delegate Jheanelle Wilkins led the fight for voting rights expansion in Maryland from increasing voting hours and more early voting sites, to guaranteeing the right to vote for incarcerated individuals; and
- WHEREAS, Delegate Wilkins championed several renters' rights bills and worked in coalition with colleagues and advocates to fight for renters' rights and protections from evictions during the pandemic and permanent structural reforms to the State's inequitable eviction process; and
- WHEREAS, Delegate Wilkins, as a leader in the House of Delegates, managed several floor debates related to legislation aimed at progress toward racial justice; and
- WHEREAS, Delegate Lorig Charkoudian passed Community Choice Energy legislation, which will allow Montgomery County to aggregate and purchase clean energy on behalf of residents and support the goal of massive reduction in greenhouse gas emissions; and
- WHEREAS, Delegate Charkoudian passed legislation to develop an urban tree program to replace trees that are removed during the construction of a transportation facility project, including the area impacted by the Purple Line project; and
- WHEREAS, Delegate Charkoudian also passed a comprehensive bill to fix problems in the Unemployment System and to connect unemployed individuals with affordable health insurance, and passed legislation to build a just, equitable, and sustainable food system and respond to the food insecurity emergency.

NOW, THEREFORE, I, Kate Stewart, Mayor of the City of Takoma Park, Maryland, on behalf of the Council, staff and residents, hereby congratulate the 20th District Delegation on its success during the 2021 Legislative Session and express our gratitude to Senator Smith, Delegate Moon, Delegate Wilkins, and Delegate Charkoudian for championing the City of Takoma Park's priorities in Annapolis.

Dated this 19th day of May, 2021.



Kate Stewart
Mayor



City of Takoma Park

City Manager Comments

Report of May 19, 2021

COVID-19 Related Information

All residents 12 years of age and older can now be vaccinated!

Please get vaccinated as soon as possible. You can register through Montgomery County and the State of Maryland, and many pharmacies. A number of locations are offering walk-up vaccinations. Vaccination opportunities are popping up all over! Thanks to Deputy City Manager Jessica Clarke for helping identify Takoma Park locations for vaccination sites.

COVID-19 testing in Takoma Park

There will be COVID-19 testing this Saturday in Takoma Park at the Recreation Center on New Hampshire Avenue. The County recommends being tested monthly. For details on this and other testing options, please see the information here: [Montgomery County Testing Sites](#).

COVID-19 Dashboard

Each week, the City's COVID-19 Dashboard is updated. The most recent one is here: [COVID 19 Dashboard](#).

Sympathies

In the past two weeks, three more residents of the 20912 zip code have died from COVID-19. Even as we move to reopening from the pandemic, the potential for more illness and death remains, and grief will continue in its off and on nature for years. Get vaccinated, wear masks when needed, and support others in our community and beyond.

Upcoming Schedule

There will be no City Council meeting on May 26, so I am taking this opportunity now to remind you that City offices are closed on Sunday, May 30 and Monday, May 31 for Memorial Day. The Police Department is always open for emergency services.

Introduced by: Councilmember Kovar

First Reading: May 12, 2021

Second Reading: May 19, 2021

**CITY OF TAKOMA PARK, MARYLAND
ORDINANCE NO. 2021-20**

**AN ORDINANCE APPROVING AND ADOPTING THE BUDGET FOR FISCAL YEAR 2022,
BEGINNING JULY 1, 2021 AND ENDING JUNE 30, 2022**

WHEREAS, in accordance with Article VIII of the Charter of the City of Takoma Park, the City Manager submitted a recommended budget for Fiscal Year 2022 to the City Council for its review and consideration; and

WHEREAS, the Charter of the City of Takoma Park requires the conduct of at least one public hearing prior to adoption of the budget; and

WHEREAS, the City Council held said hearing and received public comment on the City Manager's recommended budget on April 14, 2021; and

WHEREAS, in the interest of obtaining additional public comment following its deliberations on the City Manager's recommended budget, the City Council held a second public hearing on April 28, 2021; and

WHEREAS, the City Manager's recommended budget was prepared during the recovery period of the COVID-19 pandemic and the City and all levels of government continue to see fiscal challenges; and

WHEREAS, the City is expecting to receive federal funding under the American Rescue Plan Act (ARPA) in the amount of approximately \$14.8 million over a two-year period, with half of the funding (\$7.4 million) provided at the beginning of Fiscal Year 2022; and,

WHEREAS, funding levels for City services were adjusted in the City Manager's recommended budget in anticipation of the re-opening of the City buildings in Fiscal Year 2022; and

WHEREAS, after considering the recommended budget submitted by the City Manager and the comments made at the aforementioned public hearings, the City Council has determined its priorities relative to the delivery of municipal services for Fiscal Year 2022; and

WHEREAS, given the budgeting challenges and the anticipated ARPA funding, the Council and City Manager will need to work closely throughout the coming year to monitor revenues and expenditures to ensure the short and long-term fiscal health of the City and the appropriate use of the ARPA funds; and

WHEREAS, a top priority for the City Council is to have a budget that allows the City to respond to the changes ahead and to provide for the wellbeing of its residents, businesses and staff; and

WHEREAS, for this reason, the City Council will work closely with the City Manager to determine the use of ARPA funds following the guidelines created by the Department of Treasury, with a spending plan that helps households, small businesses, and nonprofits respond to the public health emergency and its negative economic

impacts while making strategic investments in the City's workforce, infrastructure, and fiscal health; and

WHEREAS, the City Council is committed to reviewing and reforming the City's approach to public safety and has established a Reimagining Public Safety Task Force by Resolution 2020-21 to advise and provide recommendations on ways the City can reform its public safety policies and procedures to ensure racial justice, including consideration of alternative models to better address issues that are commonly correlated with police interaction, such as mental health, substance abuse, and other social service needs; and changes to certain divisions or units within the Police Department or other City departments, such as removal of the K-9 unit and changes to code enforcement; and

WHEREAS, the City Council anticipates receiving recommendations from the Reimagining Public Safety Task Force in summer 2021 and may seek to make changes to the City's approach to public safety that may have budget implications and could be implemented through amendments to the Adopted Fiscal Year 2022 Budget and in future budgets and may be eligible for ARPA funds; and

WHEREAS, it is the policy of the City Council to set the level of the General Fund Unassigned Fund reserve at 17% of the General Fund revenue, which would be equivalent to \$4.6 million; and

WHEREAS, in the FY 2022 budget, the General Fund unassigned reserve is projected to be \$2.8 million; however, that level is determined to be acceptable due to the inclusion in the budget of restricted and other reserves totaling \$6.9 million, actual spending that was lower than projected in prior fiscal years, and the availability of ARPA funds to replenish revenue not received due to the impact of the COVID-19 pandemic; and

WHEREAS, the City Council maintains its commitment to a General Fund Unassigned Fund Balance of 17% of the General Fund revenue. As identified in Resolution 2018-24, the Council recognizes that this may require a "phase-in" period to help mitigate impacts on the local property tax rate and/or City programs and initiatives; and

WHEREAS, the Council will continue to work toward reaching a level of 17% in future budgets, with a goal of doing so within a three-year period from the point at which the balance falls below the minimum, but understanding that the impacts of the pandemic may mean this phase-in period may take a longer period of time.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND:

SECTION 1. The budget adopted hereto and by reference made a part hereof is hereby adopted for the year commencing on July 1, 2021 and ending June 30, 2022.

SECTION 2. The following amounts are hereby appropriated by fund:

| Fund | Fiscal Year 2022 Appropriation |
|----------------------|---------------------------------------|
| General Fund | \$ 35,401,249 |
| Special Revenue Fund | 1,245,510 |
| Speed Camera Fund | 874,762 |
| GRAND TOTAL | \$ 37,521,521 |

SECTION 3. The following operating transfers are hereby authorized in accordance with the exhibits attached hereto and incorporated herein by reference:

| Operating Transfer From | Transfer To | Amount of Transfer |
|--------------------------------|--------------------|---------------------------|
| General Fund | Stormwater Fund | \$65,000 |

SECTION 4. Use of the following fund balance amount is hereby authorized to supplement other fund revenues and financing sources:

| Fund | Fiscal Year 2022 Appropriation |
|--------------|---------------------------------------|
| General Fund | \$8,326,975 |

SECTION 5. In accordance with Section 803 of the Charter of the City of Takoma Park, a general contingency account in the amount of \$135,697 has been included in the Non-Departmental budget unit of the General Fund.

SECTION 6. A five-year Capital Improvement Program for Fiscal Year 2022 through Fiscal Year 2026 has been developed as part of the budget and is attached hereto and incorporated herein by reference.

SECTION 7. The City Council hereby authorizes the transfer of \$700,000 from the General Fund unreserved fund balance to the Equipment Replacement Reserve.

SECTION 8. The City Council hereby authorizes the transfer of \$229,000 from the General Fund unreserved fund balance to the Housing Reserve.

SECTION 9. It is hereby acknowledged that the City Council, in its capacity as the Stormwater Management Board, approved a Stormwater Management Fund budget for Fiscal Year 2022 by Ordinance No. 2021-19.

SECTION 10. City Council will review budget, revenues, expenditures and economic projections at least quarterly throughout the fiscal year.

SECTION 11. Should any section of this Ordinance be determined to be invalid, such invalidity shall not affect any other sections.

SECTION 12. This Ordinance shall be effective July 1, 2021.

Adopted this 19th day of May, 2021 by roll-call vote as follows:

AYES: Stewart, Kovar, Dyballa, Kostiuk, Seamens, Smith, Searcy
NAYS: None
ABSTAIN: None
ABSENT: None

General Fund Summary

| | Audited FY18 | Audited FY19 | Audited FY20 | Adusted FY21 | Estimated FY21 | Adopted FY22 | Change Adj FY21-22 | % Change Adj FY21-22 |
|---|-------------------|--------------------|-------------------|--------------------|--------------------|--------------------|-----------------------|-------------------------|
| REVENUES | | | | | | | | |
| Taxes and utility fees | 16,511,119 | 17,485,510 | 17,834,681 | 18,225,744 | 17,573,910 | 18,473,270 | 247,526 | 1.4% |
| Licenses and permits | 107,513 | 84,908 | 66,942 | 83,606 | 84,000 | 104,500 | 20,894 | 25.0% |
| Fines and forfeitures | 253,980 | 195,802 | 174,189 | 210,000 | 176,000 | 176,000 | (34,000) | -16.2% |
| Use of money and property | 126,545 | 330,940 | 345,338 | 57,900 | 45,240 | 49,240 | (8,660) | -15.0% |
| Charges for service | 1,188,260 | 1,228,834 | 980,290 | 558,366 | 492,508 | 808,331 | 249,965 | 44.8% |
| Intergovernmental | 6,071,029 | 6,213,141 | 6,322,336 | 6,418,371 | 6,329,805 | 7,464,933 | 1,046,562 | 16.3% |
| Miscellaneous | 111,121 | 194,199 | 163,187 | 79,675 | 44,212 | 63,000 | (16,675) | -20.9% |
| Total Revenues | 24,369,567 | 25,733,334 | 25,886,963 | 25,633,662 | 24,745,675 | 27,139,274 | 1,505,612 | 5.9% |
| EXPENDITURES | | | | | | | | |
| General Government | 2,905,388 | 3,056,001 | 3,009,773 | 3,594,042 | 3,219,305 | 3,893,656 | 299,614 | 8.3% |
| Police | 7,685,288 | 7,917,412 | 8,385,135 | 8,883,292 | 8,936,094 | 9,318,722 | 435,430 | 4.9% |
| Public Works | 4,738,309 | 5,073,497 | 4,941,626 | 5,421,867 | 4,733,486 | 5,866,480 | 444,613 | 8.2% |
| Recreation | 1,748,827 | 1,907,344 | 1,768,952 | 1,740,149 | 1,296,386 | 1,930,634 | 190,485 | 10.9% |
| Housing and Community Development | 1,329,781 | 1,454,808 | 1,683,213 | 1,904,484 | 1,659,772 | 2,109,417 | 204,933 | 10.8% |
| Communications | 512,517 | 507,869 | 529,330 | 614,918 | 511,444 | 727,996 | 113,078 | 18.4% |
| Library | 1,270,738 | 1,319,114 | 1,317,662 | 1,433,334 | 1,186,478 | 1,361,464 | (71,870) | -5.0% |
| Non-Departmental | 1,220,628 | 1,400,240 | 1,157,120 | 2,511,975 | 2,005,304 | 1,702,417 | (809,558) | -32.2% |
| Capital Outlay** | 2,070,491 | 3,463,316 | 2,555,994 | 6,387,705 | 2,749,236 | 7,619,002 | 1,231,297 | 19.3% |
| Debt Service | 982,447 | 919,868 | 916,403 | 743,005 | 743,005 | 871,460 | 128,455 | 17.3% |
| Total Expenditures | 24,464,414 | 27,019,468 | 26,265,208 | 33,234,771 | 27,040,510 | 35,401,249 | 2,166,478 | 6.5% |
| Excess (deficiency) of revenues over expenditures | (94,847) | (1,286,134) | (378,245) | (7,601,109) | (2,294,835) | (8,261,975) | (660,866) | 8.7% |
| OTHER FINANCING SOURCES (USES) | | | | | | | | |
| Bond proceeds | 9,125,459 | - | - | - | - | - | - | |
| Capital lease | - | - | - | - | - | - | - | |
| Sale of property | - | - | - | - | - | - | - | |
| Operating transfers in (out) | (58,180) | (41,718) | - | - | - | (65,000) | - | |
| Total Other Financing Sources (Uses) | 9,067,279 | (41,718) | - | - | - | (65,000) | - | |
| Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses | 8,972,432 | (1,327,852) | (378,245) | (7,601,109) | (2,294,835) | (8,326,975) | (660,866) | 8.7% |
| FUND BALANCE | | | | | | | | |
| Beginning of year | 13,097,678 | 22,070,110 | 20,742,258 | 20,364,013 | 20,364,013 | 18,069,179 | (2,294,835) | -11.3% |
| End of year | 22,070,110 | 20,742,258 | 20,364,013 | 12,762,904 | 18,069,179 | 9,742,204 | (3,020,700) | -23.7% |

** Note: The FY22 budgeted expenditure (\$4.7 million) of the Library Construction is partially funded by 2017 Series Bond designated to the restricted bond reserve and partially by the State Grant in the Special Revenue Fund.

General Fund Revenues

| REVENUES BY SOURCE | Audited FY18 | Audited FY19 | Audited FY20 | Adjusted FY21 | Estimated FY21 | Adopted FY22 | Change Adj FY21-22 | % Change Adj FY21-22 |
|--|-------------------------|-------------------------|-------------------------|--------------------------|---------------------------|-------------------------|-------------------------------|---------------------------------|
| Taxes and Utility Fees | | | | | | | | |
| Real Property | 12,094,212 | 12,621,745 | 13,132,607 | 13,548,565 | 13,527,910 | 13,917,270 | 368,705 | 2.7% |
| Personal Property | 404,640 | 445,678 | 353,659 | 300,000 | (150,000) | 150,000 | (150,000) | -50.0% |
| RR and Public Utilities | 230,185 | 242,116 | 202,230 | 242,000 | 200,000 | 200,000 | (42,000) | -17.4% |
| Penalties and Interest | 37,561 | 46,162 | 49,438 | 46,000 | 31,000 | 40,000 | (6,000) | -13.0% |
| Admission and Amusement | 127,029 | 138,280 | 98,162 | 69,300 | 15,000 | 60,000 | (9,300) | -13.4% |
| Additions and Abatements | (46,782) | (15,833) | (14,360) | (18,500) | (3,000) | (14,000) | 4,500 | -24.3% |
| Highway | 360,336 | 395,435 | 447,113 | 453,379 | 453,000 | 470,000 | 16,621 | 3.7% |
| Income Tax | 3,303,938 | 3,611,927 | 3,565,831 | 3,585,000 | 3,500,000 | 3,650,000 | 65,000 | 1.8% |
| | | | | | | | - | |
| Total--Taxes and Utility Fees | 16,511,119 | 17,485,510 | 17,834,681 | 18,225,744 | 17,573,910 | 18,473,270 | 247,526 | 1.4% |
| | | | | | | | - | |
| Licenses and Permits | 107,513 | 84,908 | 66,942 | 83,606 | 84,000 | 104,500 | 20,894 | 25.0% |
| | | | | | | | - | |
| Fines and Forfeitures | 253,980 | 195,802 | 174,189 | 210,000 | 176,000 | 176,000 | (34,000) | -16.2% |
| | | | | | | | - | |
| Use of Money and Property | 126,545 | 330,940 | 345,338 | 57,900 | 45,240 | 49,240 | (8,660) | -15.0% |
| | | | | | | | | |
| Charges for Services | | | | | | | | |
| Inspection Fees | 325,942 | 314,765 | 321,593 | 321,000 | 321,000 | 321,000 | - | 0.0% |
| Public Parking Facilities | 107,907 | 103,160 | 92,324 | 61,500 | 40,000 | 50,000 | (11,500) | -18.7% |
| Waste Collection & Disposal Charges | 64,592 | 62,643 | 47,235 | 48,000 | 61,633 | 62,000 | 14,000 | 29.2% |
| Recreation Programs and Services | 565,872 | 615,539 | 425,478 | 18,566 | 33,015 | 311,671 | 293,105 | 1578.7% |
| Library Fines and Fees | 16,457 | 15,781 | 9,550 | 15,000 | 400 | - | (15,000) | -100.0% |
| Passport Services | 59,860 | 64,855 | 41,380 | 50,000 | 3,000 | 30,000 | (20,000) | -40.0% |
| EV Charger | 4,797 | 9,505 | 4,025 | 4,000 | 1,260 | 1,260 | (2,740) | -68.5% |
| Telephone Commissions | 18 | 7 | - | - | - | - | - | 0.0% |
| Special Trash Pickup | 10,467 | 12,005 | 9,727 | 10,000 | 9,000 | 9,800 | (200) | -2.0% |
| Recyclable Sales | 184 | 342 | 292 | 300 | 900 | 300 | - | 0.0% |
| Mulch Sales | 21,827 | 22,416 | 25,324 | 22,000 | 22,000 | 22,000 | - | 0.0% |
| Advertising--Bus Shelters | 4,617 | 1,992 | 293 | 2,100 | 300 | 300 | (1,800) | -85.7% |
| Farmer's Market | 5,720 | 5,824 | 3,069 | 5,900 | - | - | (5,900) | -100.0% |
| | | | | | | | | |
| Total--Charges for Services | 1,188,260 | 1,228,834 | 980,290 | 558,366 | 492,508 | 808,331 | 249,965 | 44.8% |
| | | | | | | | | |
| Intergovernmental Revenues | | | | | | | | |
| Police Protection (State) | 457,251 | 453,058 | 461,499 | 445,000 | 445,000 | 452,000 | 7,000 | 1.6% |
| Federal Emergency/Homeland Grant | - | - | 50,158 | - | 22,000 | - | - | |
| CARES Act | - | - | 124,151 | 279,499 | 279,499 | - | (279,499) | -100.0% |
| Revenue -ARPA | - | - | - | - | - | 1,191,900 | 1,191,900 | 100.0% |
| State & County Projects | 10,595 | 93,540 | 19,177 | - | - | - | - | 0.0% |
| Bank Share Tax | 5,643 | 5,643 | 5,643 | 5,643 | 5,643 | 5,643 | - | 0.0% |
| Library Aid | 168,704 | 186,058 | 182,499 | 185,973 | 185,000 | 176,742 | (9,231) | -5.0% |
| Police Rebate | 1,013,685 | 1,104,672 | 1,172,721 | 1,126,000 | 1,126,000 | 1,263,255 | 137,255 | 12.2% |
| In Lieu of Police | 2,515,147 | 2,515,147 | 2,515,147 | 2,615,740 | 2,515,147 | 2,575,799 | (39,941) | -1.5% |
| In Lieu of Roads Maintenance | 743,199 | 743,199 | 743,199 | 743,199 | 743,199 | 761,121 | 17,922 | 2.4% |
| In Lieu of Parks Maintenance | 72,913 | 72,913 | 72,913 | 72,913 | 72,913 | 74,671 | 1,758 | 2.4% |
| In Lieu of Crossing Guard | 182,384 | 182,384 | 182,384 | 182,384 | 182,384 | 186,782 | 4,398 | 2.4% |
| Takoma/Langley Rec. Agreement | 85,020 | 85,020 | 85,020 | 85,020 | 85,020 | 85,020 | - | 0.0% |
| Hotel Motel Tax | 121,430 | 117,251 | 92,027 | 59,000 | 54,000 | 90,000 | 31,000 | 52.5% |
| Cable Franchise Fees | 244,920 | 231,298 | 215,745 | 214,000 | 214,000 | 212,000 | (2,000) | -0.9% |
| Cable--Operating | 450,138 | 422,957 | 400,051 | 404,000 | 400,000 | 390,000 | (14,000) | -3.5% |
| | | | | | | | - | |
| Total--Intergovernmental Revenues | 6,071,029 | 6,213,141 | 6,322,334 | 6,418,371 | 6,329,805 | 7,464,933 | 1,046,562 | 16.3% |

General Fund Revenues

(continued)

| <u>REVENUES BY SOURCE</u> | <u>Audited FY18</u> | <u>Audited FY19</u> | <u>Audited FY20</u> | <u>Adopted FY21</u> | <u>Estimated FY21</u> | <u>Adopted FY22</u> | <u>Change Adj FY21-22</u> | <u>% Change Adj FY21-22</u> |
|------------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|----------------------------------|--------------------------------|--------------------------------------|--|
| Miscellaneous | | | | | | | | |
| Tree Fund | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | - | 0.0% |
| Sales of Impounded Property | - | - | - | - | 212 | - | - | 0.0% |
| Other Miscellaneous | 17,002 | 23,441 | 60,745 | 23,000 | 15,000 | 15,000 | (8,000) | -34.8% |
| Insurance Claims | 20,787 | 7,918 | 21,004 | 3,000 | 3,000 | 3,000 | - | 0.0% |
| Administrative Fees--Parking | 3,625 | 2,305 | 75 | 2,000 | - | - | (2,000) | -100.0% |
| Federal Grant | 3,200 | 7,907 | 7,675 | 5,675 | - | - | (5,675) | -100.0% |
| Sale of City Property | 40,400 | 21,439 | 44,788 | 20,000 | 1,000 | 20,000 | - | 0.0% |
| Donations | 1,107 | 106,187 | 3,900 | 1,000 | - | - | (1,000) | -100.0% |
| | | | | | | | - | |
| Total--Miscellaneous | 111,121 | 194,198 | 163,187 | 79,675 | 44,212 | 63,000 | (16,675) | -20.9% |
| | | | | | | | - | |
| Total General Fund Revenues | 24,369,567 | 25,733,334 | 25,886,959 | 25,633,662 | 24,745,675 | 27,139,274 | 1,505,612 | 5.9% |

General Fund Summary-Expenditures

| | Audited FY18 | Audited FY19 | Audited FY20 | Adjusted FY21 | Estimated FY21 | Adopted FY22 | Change Adj FY21-22 | % Change Adj FY21-22 |
|---------------------------------|------------------|------------------|------------------|------------------|-------------------|------------------|-----------------------|-------------------------|
| General Government | | | | | | | | |
| 1110 Legislative | | | | | | | | |
| Personnel Expenses | 109,428 | 112,316 | 115,144 | 116,509 | 108,746 | 114,523 | (1,986) | -1.7% |
| Other Operating Expenses | 90,129 | 100,266 | 62,146 | 127,419 | 113,339 | 58,541 | (68,878) | -54.1% |
| Total | 199,557 | 212,582 | 177,290 | 243,928 | 222,085 | 173,064 | (70,864) | -29.1% |
| 1120 City Administration | | | | | | | | |
| Personnel Expenses | 529,662 | 547,948 | 517,368 | 512,500 | 444,386 | 613,802 | 101,302 | 19.8% |
| Other Operating Expenses | 94,274 | 142,626 | 118,037 | 189,850 | 181,200 | 337,406 | 147,556 | 77.7% |
| Total | 623,936 | 690,574 | 635,405 | 702,350 | 625,586 | 951,208 | 248,858 | 35.4% |
| 1130 Finance | | | | | | | | |
| Personnel Expenses | 516,013 | 544,839 | 542,149 | 608,773 | 496,612 | 636,547 | 27,774 | 4.6% |
| Other Operating Expenses | 73,979 | 85,280 | 77,844 | 105,632 | 94,124 | 132,665 | 27,033 | 25.6% |
| Total | 589,992 | 630,119 | 619,993 | 714,405 | 590,736 | 769,212 | 54,807 | 7.7% |
| 1140 Legal | | | | | | | | |
| Personnel Expenses | - | - | - | - | - | - | - | - |
| Other Operating Expenses | 212,731 | 235,046 | 248,106 | 361,200 | 359,000 | 254,000 | (107,200) | -29.7% |
| Total | 212,731 | 235,046 | 248,106 | 361,200 | 359,000 | 254,000 | (107,200) | -29.7% |
| 1150 Information System | | | | | | | | |
| Personnel Expenses | 376,275 | 406,041 | 442,439 | 487,000 | 426,944 | 512,560 | 25,560 | 5.2% |
| Other Operating Expenses | 220,060 | 191,743 | 212,278 | 288,383 | 293,002 | 353,379 | 64,996 | 22.5% |
| Total | 596,335 | 597,784 | 654,717 | 775,383 | 719,946 | 865,939 | 90,556 | 11.7% |
| 1160 Human Resources | | | | | | | | |
| Personnel Expenses | 310,565 | 355,441 | 315,635 | 341,000 | 294,156 | 386,525 | 45,525 | 13.4% |
| Other Operating Expenses | 83,047 | 76,583 | 97,481 | 177,300 | 156,687 | 156,558 | (20,742) | -11.7% |
| Total | 393,612 | 432,024 | 413,116 | 518,300 | 450,843 | 543,083 | 24,783 | 4.8% |
| 1170 City Clerk | | | | | | | | |
| Personnel Expenses | 269,223 | 235,666 | 242,762 | 257,914 | 233,057 | 315,034 | 57,120 | 22.1% |
| Other Operating Expenses | 20,002 | 22,203 | 18,383 | 20,562 | 18,052 | 22,115 | 1,553 | 7.6% |
| Total | 289,225 | 257,869 | 261,145 | 278,476 | 251,109 | 337,149 | 58,673 | 21.1% |
| Total General Government | 2,905,387 | 3,055,998 | 3,009,772 | 3,594,042 | 3,219,305 | 3,893,655 | 299,613 | 8.3% |
| Police | | | | | | | | |
| 2100 Office of Chief | | | | | | | | |
| Personnel Expenses | 299,351 | 524,889 | 669,914 | 665,930 | 643,171 | 684,758 | 18,828 | 2.8% |
| Other Operating Expenses | 268,516 | 296,423 | 264,589 | 388,786 | 365,214 | 388,902 | 116 | 0.0% |
| Total | 567,867 | 821,312 | 934,503 | 1,054,716 | 1,008,385 | 1,073,660 | 18,944 | 1.8% |
| 2200 Communications | | | | | | | | |
| Personnel Expenses | 432,884 | 515,982 | 587,071 | 576,208 | 497,914 | 593,082 | 16,874 | 2.9% |
| Other Operating Expenses | 38,841 | 23,485 | 23,233 | 33,140 | 33,140 | 34,735 | 1,595 | 4.8% |
| Total | 471,725 | 539,467 | 610,304 | 609,348 | 531,054 | 627,817 | 18,469 | 3.0% |
| 2300 Operations/Patrol | | | | | | | | |
| Personnel Expenses | 3,741,419 | 3,637,521 | 3,922,174 | 3,889,845 | 4,368,639 | 4,008,367 | 118,522 | 3.0% |
| Other Operating Expenses | 179,374 | 128,824 | 112,510 | 161,860 | 131,897 | 119,411 | (42,449) | -26.2% |
| Total | 3,920,793 | 3,766,345 | 4,034,684 | 4,051,705 | 4,500,536 | 4,127,778 | 76,073 | 1.9% |
| 2400 CID Investigations | | | | | | | | |
| Personnel Expenses | 1,550,660 | 1,392,511 | 1,491,678 | 1,700,380 | 1,569,241 | 1,933,461 | 233,081 | 13.7% |
| Other Operating Expenses | 49,284 | 49,413 | 47,414 | 64,160 | 60,899 | 71,552 | 7,392 | 11.5% |
| Total | 1,599,944 | 1,441,924 | 1,539,092 | 1,764,540 | 1,630,140 | 2,005,013 | 240,473 | 13.6% |

General Fund Summary-Expenditures

| | <u>Audited FY18</u> | <u>Audited FY19</u> | <u>Audited FY20</u> | <u>Adjusted FY21</u> | <u>Estimated FY21</u> | <u>Adopted FY22</u> | <u>Change Adj FY21-22</u> | <u>% Change Adj FY21-22</u> |
|----------------------------|-------------------------|-------------------------|-------------------------|--------------------------|---------------------------|-------------------------|-------------------------------|---------------------------------|
| 2500 Administration | | | | | | | | |
| Personnel Expenses | 691,648 | 837,594 | 754,345 | 698,917 | 661,585 | 781,338 | 82,421 | 11.8% |
| Other Operating Expenses | 107,090 | 113,240 | 99,415 | 134,688 | 80,895 | 133,543 | (1,145) | -0.9% |
| Total | 798,738 | 950,834 | 853,760 | 833,605 | 742,480 | 914,881 | 81,276 | 9.7% |
| 2600 Neighborhood Services | | | | | | | | |
| Personnel Expenses | 312,900 | 364,032 | 378,795 | 455,250 | 413,870 | 470,283 | 15,033 | 3.3% |
| Other Operating Expenses | 13,321 | 55,869 | 33,997 | 114,128 | 109,628 | 99,290 | (14,838) | -13.0% |
| Total | 326,221 | 419,901 | 412,792 | 569,378 | 523,498 | 569,573 | 195 | 0.0% |
| Total Police | 7,685,288 | 7,939,783 | 8,385,135 | 8,883,292 | 8,936,093 | 9,318,722 | 435,430 | 4.9% |
| Public Works | | | | | | | | |
| 3100 Administration | | | | | | | | |
| Personnel Expenses | 378,440 | 412,459 | 254,642 | 354,768 | 276,683 | 426,178 | 71,410 | 20.1% |
| Other Operating Expenses | 122,814 | 199,411 | 58,029 | 53,231 | 41,365 | 48,382 | (4,849) | -9.1% |
| Total | 501,254 | 611,870 | 312,671 | 407,999 | 318,048 | 474,560 | 66,561 | 16.3% |
| 3200 Building Maintenance | | | | | | | | |
| Personnel Expenses | 452,857 | 467,972 | 424,912 | 506,877 | 405,072 | 497,156 | (9,721) | -1.9% |
| Other Operating Expenses | 382,419 | 420,067 | 432,547 | 495,500 | 442,499 | 462,400 | (33,100) | -6.7% |
| Total | 835,276 | 888,039 | 857,459 | 1,002,377 | 847,571 | 959,556 | (42,821) | -4.3% |
| 3300 Equipment Maintenance | | | | | | | | |
| Personnel Expenses | 285,162 | 307,736 | 247,506 | 295,434 | 274,058 | 295,698 | 264 | 0.1% |
| Other Operating Expenses | 188,226 | 223,068 | 186,179 | 218,620 | 178,302 | 206,629 | (11,991) | -5.5% |
| Total | 473,388 | 530,804 | 433,685 | 514,054 | 452,360 | 502,327 | (11,727) | -2.3% |
| 3400 Right of Way | | | | | | | | |
| Personnel Expenses | 660,387 | 724,561 | 654,728 | 660,804 | 572,274 | 695,845 | 35,041 | 5.3% |
| Other Operating Expenses | 409,179 | 411,183 | 372,856 | 274,289 | 224,400 | 277,145 | 2,856 | 1.0% |
| Total | 1,069,566 | 1,135,744 | 1,027,584 | 935,093 | 796,674 | 972,990 | 37,897 | 4.1% |
| 3500 Solid Waste | | | | | | | | |
| Personnel Expenses | 733,411 | 746,586 | 833,096 | 788,700 | 792,236 | 806,326 | 17,626 | 2.2% |
| Other Operating Expenses | 319,728 | 345,372 | 420,191 | 406,824 | 444,800 | 440,715 | 33,891 | 8.3% |
| Total | 1,053,139 | 1,091,958 | 1,253,287 | 1,195,524 | 1,237,036 | 1,247,041 | 51,517 | 4.3% |
| 3600 Sustainability | | | | | | | | |
| Personnel Expenses | - | - | 151,087 | 194,264 | 150,567 | 193,855 | (409) | -0.2% |
| Other Operating Expenses | - | 3,374 | 57,072 | 343,075 | 261,850 | 342,850 | (225) | -0.1% |
| Total | - | 3,374 | 208,159 | 537,339 | 412,417 | 536,705 | (634) | -0.1% |
| 3700 Vegetation Management | | | | | | | | |
| Personnel Expenses | 233,193 | 194,594 | 244,686 | 252,762 | 162,786 | 366,673 | 113,911 | 45.1% |
| Other Operating Expenses | 25,173 | 24,723 | 29,108 | 29,600 | 27,500 | 29,600 | - | 0.0% |
| Total | 258,366 | 219,317 | 273,794 | 282,362 | 190,286 | 396,273 | 113,911 | 40.3% |
| 3800 Urban Forest | | | | | | | | |
| Personnel Expenses | 112,083 | 120,469 | 96,802 | 90,350 | 74,320 | 124,897 | 34,547 | 38.2% |
| Other Operating Expenses | 108,665 | 144,383 | 191,047 | 168,850 | 151,850 | 204,850 | 36,000 | 21.3% |
| Total | 220,748 | 264,852 | 287,849 | 259,200 | 226,170 | 329,747 | 70,547 | 27.2% |
| 3900 City Engineer | | | | | | | | |
| Personnel Expenses | 206,808 | 214,740 | 203,955 | 167,718 | 140,425 | 173,431 | 5,713 | 3.4% |
| Other Operating Expenses | 119,764 | 111,976 | 83,183 | 120,200 | 112,500 | 273,850 | 153,650 | 127.8% |
| Total | 326,572 | 326,716 | 287,138 | 287,918 | 252,925 | 447,281 | 159,363 | 55.4% |
| Total Public Works | 4,738,309 | 5,072,674 | 4,941,626 | 5,421,866 | 4,733,487 | 5,866,480 | 444,614 | 8.2% |

General Fund Summary-Expenditures

| | <u>Audited FY18</u> | <u>Audited FY19</u> | <u>Audited FY20</u> | <u>Adjusted FY21</u> | <u>Estimated FY21</u> | <u>Adopted FY22</u> | <u>Change Adj FY21-22</u> | <u>% Change Adj FY21-22</u> |
|--|-------------------------|-------------------------|-------------------------|--------------------------|---------------------------|-------------------------|-------------------------------|---------------------------------|
| Recreation | | | | | | | | |
| 4100 Administration | | | | | | | | |
| Personnel Expenses | 276,351 | 460,317 | 481,063 | 430,273 | 403,331 | 443,792 | 13,519 | 3.1% |
| Other Operating Expenses | 70,438 | 81,015 | 78,298 | 92,753 | 61,292 | 90,550 | (2,203) | -2.4% |
| Total | 346,789 | 541,332 | 559,361 | 523,026 | 464,623 | 534,342 | 11,316 | 2.2% |
| 4200 Outreach | | | | | | | | |
| Personnel Expenses | 28,395 | 201,556 | 209,997 | 210,401 | 164,291 | 218,894 | 8,493 | 4.0% |
| Other Operating Expenses | 1,076 | 52,419 | 20,423 | 56,850 | 36,350 | 51,650 | (5,200) | -9.1% |
| Total | 29,471 | 253,975 | 230,420 | 267,251 | 200,641 | 270,544 | 3,293 | 1.2% |
| 4300 Recreation Center | | | | | | | | |
| Personnel Expenses | 210,948 | 150,289 | 151,151 | 94,318 | 74,817 | 157,412 | 63,094 | 66.9% |
| Other Operating Expenses | 39,955 | 33,216 | 26,053 | 40,600 | 24,700 | 35,400 | (5,200) | -12.8% |
| Total | 250,903 | 183,505 | 177,204 | 134,918 | 99,517 | 192,812 | 57,894 | 42.9% |
| 4400 Community Programs | | | | | | | | |
| Personnel Expenses | 118,292 | 154,737 | 158,617 | 165,654 | 128,102 | 181,149 | 15,495 | 9.4% |
| Other Operating Expenses | 65,025 | 60,299 | 45,180 | 54,925 | 33,001 | 47,550 | (7,375) | -13.4% |
| Total | 183,317 | 215,036 | 203,797 | 220,579 | 161,103 | 228,699 | 8,120 | 3.7% |
| 4500 Facilities and Athletic Fields | | | | | | | | |
| Personnel Expenses | 14,764 | - | - | - | - | - | - | - |
| Other Operating Expenses | 46,033 | 82,180 | 58,615 | 83,500 | 69,000 | 84,500 | 1,000 | 1.2% |
| Total | 60,797 | 82,180 | 58,615 | 83,500 | 69,000 | 84,500 | 1,000 | 1.2% |
| 4600 Camps | | | | | | | | |
| Personnel Expenses | 76,451 | 67,290 | 46,124 | 14,009 | 7,000 | 93,108 | 79,099 | 564.6% |
| Other Operating Expenses | 40,285 | 58,018 | 45,620 | 25,420 | 17,200 | 16,100 | (9,320) | -36.7% |
| Total | 116,736 | 125,308 | 91,744 | 39,429 | 24,200 | 109,208 | 69,779 | 177.0% |
| 4700 After School Programs | | | | | | | | |
| Personnel Expenses | 91,854 | 106,204 | 69,506 | 48,903 | 28,700 | 122,148 | 73,245 | 149.8% |
| Other Operating Expenses | 7,107 | 7,807 | 7,075 | 4,850 | 3,850 | 13,050 | 8,200 | 169.1% |
| Total | 98,961 | 114,011 | 76,581 | 53,753 | 32,550 | 135,198 | 81,445 | 151.5% |
| 4800 Community Center | | | | | | | | |
| Personnel Expenses | 528,204 | 282,861 | 288,647 | 322,293 | 183,252 | 279,931 | (42,362) | -13.1% |
| Other Operating Expenses | 133,649 | 109,134 | 82,582 | 95,400 | 61,500 | 95,400 | - | 0.0% |
| Total | 661,853 | 391,995 | 371,229 | 417,693 | 244,752 | 375,331 | (42,362) | -10.1% |
| Total Recreation | 1,748,827 | 1,907,342 | 1,768,951 | 1,740,149 | 1,296,386 | 1,930,634 | 190,485 | 10.9% |
| Housing and Community Development | | | | | | | | |
| 5400 Planning | | | | | | | | |
| Personnel Expenses | 236,749 | 274,595 | 327,649 | 353,877 | 260,136 | 368,941 | 15,064 | 4.3% |
| Other Operating Expenses | 174,493 | 59,438 | 9,082 | 163,544 | 153,644 | 80,701 | (82,843) | -50.7% |
| Total | 411,242 | 334,033 | 336,731 | 517,421 | 413,780 | 449,642 | (67,779) | -13.1% |

General Fund Summary-Expenditures

| | <u>Audited FY18</u> | <u>Audited FY19</u> | <u>Audited FY20</u> | <u>Adjusted FY21</u> | <u>Estimated FY21</u> | <u>Adopted FY22</u> | <u>Change Adj FY21-22</u> | <u>% Change Adj FY21-22</u> |
|--------------------------------------|-------------------------|-------------------------|-------------------------|--------------------------|---------------------------|-------------------------|-------------------------------|---------------------------------|
| 5500 HCD Administration | | | | | | | | |
| Personnel Expenses | 271,859 | 257,572 | 149,466 | 100,000 | 98,352 | 277,495 | 177,495 | 177.5% |
| Other Operating Expenses | 35,871 | 41,551 | 32,184 | 45,032 | 26,052 | 47,884 | 2,852 | 6.3% |
| Total | 307,730 | 299,123 | 181,650 | 145,032 | 124,404 | 325,379 | 180,347 | 124.3% |
| 5600 Economic Development | | | | | | | | |
| Personnel Expenses | - | 58,857 | 161,920 | 179,440 | 137,070 | 178,566 | (874) | -0.5% |
| Other Operating Expenses | - | 82,962 | 196,133 | 163,500 | 163,500 | 184,872 | 21,372 | 13.1% |
| Total | - | 141,819 | 358,053 | 342,940 | 300,570 | 363,438 | 20,498 | 6.0% |
| 5700 Arts & Humanities | | | | | | | | |
| Personnel Expenses | - | 1,254 | 72,894 | 57,066 | 45,570 | 73,855 | 16,789 | 29.4% |
| Other Operating Expenses | - | 41 | 11,417 | 19,396 | 32,742 | 14,450 | (4,946) | -25.5% |
| Total | - | 1,295 | 84,311 | 76,462 | 78,312 | 88,305 | 11,843 | 15.5% |
| 5800 Housing & Community Services | | | | | | | | |
| Personnel Expenses | 318,867 | 374,779 | 407,472 | 440,826 | 360,903 | 475,174 | 34,348 | 7.8% |
| Other Operating Expenses | 291,942 | 304,360 | 314,995 | 381,803 | 381,803 | 407,478 | 25,675 | 6.7% |
| Total | 610,809 | 679,139 | 722,467 | 822,629 | 742,706 | 882,652 | 60,023 | 7.3% |
| Total Housing & Community | 1,329,781 | 1,455,409 | 1,683,212 | 1,904,484 | 1,659,772 | 2,109,416 | 204,932 | 10.8% |
| Communications 6000 | | | | | | | | |
| Personnel Expenses | 385,329 | 381,297 | 408,603 | 465,840 | 366,945 | 537,330 | 71,490 | 15.3% |
| Other Operating Expenses | 127,188 | 126,572 | 120,727 | 149,078 | 144,499 | 190,666 | 41,588 | 27.9% |
| Total | 512,517 | 507,869 | 529,330 | 614,918 | 511,444 | 727,996 | 113,078 | 18.4% |
| Total Communications | 512,517 | 507,869 | 529,330 | 614,918 | 511,444 | 727,996 | 113,078 | 18.4% |
| Library | | | | | | | | |
| 7000 Library | | | | | | | | |
| Personnel Expenses | 1,002,972 | 1,045,143 | 1,073,370 | 1,142,456 | 981,007 | 1,108,453 | (34,003) | -3.0% |
| Other Operating Expenses | 170,640 | 171,247 | 148,981 | 179,540 | 117,300 | 143,930 | (35,610) | -19.8% |
| Total | 1,173,612 | 1,216,390 | 1,222,351 | 1,321,996 | 1,098,307 | 1,252,383 | (69,613) | -5.3% |
| 7200 Computer Center | | | | | | | | |
| Personnel Expenses | 95,325 | 98,450 | 94,677 | 106,037 | 88,171 | 101,581 | (4,456) | -4.2% |
| Other Operating Expenses | 1,801 | 4,273 | 634 | 5,300 | - | 7,500 | 2,200 | 41.5% |
| Total | 97,126 | 102,723 | 95,311 | 111,337 | 88,171 | 109,081 | (2,256) | -2.0% |
| Total Library | 1,270,738 | 1,319,113 | 1,317,662 | 1,433,333 | 1,186,478 | 1,361,464 | (71,869) | -5.0% |
| Personnel Total | 15,858,729 | 16,579,098 | 17,192,044 | 17,753,296 | 16,334,389 | 19,248,168 | 1,494,872 | 8.4% |
| Operating Exp Total | 4,332,118 | 4,679,090 | 4,443,644 | 5,838,788 | 5,208,576 | 5,960,199 | 121,411 | 2.1% |
| Departmental Total | 20,190,847 | 21,258,188 | 21,635,688 | 23,592,084 | 21,542,965 | 25,208,367 | 1,616,283 | 6.9% |

General Fund Summary-Expenditures

| | <u>Audited FY18</u> | <u>Audited FY19</u> | <u>Audited FY20</u> | <u>Adjusted FY21</u> | <u>Estimated FY21</u> | <u>Adopted FY22</u> | <u>Change Adj FY21-22</u> | <u>% Change Adj FY21-22</u> |
|--|-------------------------|-------------------------|-------------------------|--------------------------|---------------------------|-------------------------|-------------------------------|---------------------------------|
| Non-Departmental | | | | | | | | |
| Workers Compensation | 544,349 | 593,435 | 510,870 | 407,884 | 407,884 | 500,800 | 92,916 | 22.8% |
| Other Fringe Benefits | 57,021 | 51,795 | 43,341 | 86,500 | 86,500 | 23,820 | (62,680) | -72.5% |
| Recognition Non-Cash | 15,413 | 19,758 | 1,093 | 15,000 | 5,000 | 15,000 | - | 0.0% |
| Safety and Wellness | 1,172 | 2,460 | - | 3,000 | - | - | (3,000) | -100.0% |
| Training | 4,477 | 5,703 | 958 | 6,000 | - | 6,000 | - | 0.0% |
| Tuition Reimbursement | 29,659 | 10,461 | 7,578 | 5,300 | 4,000 | 7,000 | 1,700 | 32.1% |
| Litigation Hearing | 2,500 | 1,200 | 153 | 2,000 | 2,500 | 2,500 | 500 | 25.0% |
| Emergency Supplies | - | 615 | 8,170 | - | - | 1,000 | 1,000 | 0.0% |
| General Insurance | 119,114 | 131,273 | 144,092 | 161,200 | 187,800 | 188,600 | 27,400 | 0.0% |
| General Contingency | - | - | - | 129,971 | - | 135,697 | 5,726 | 4.4% |
| Council Priority | - | - | - | - | - | - | - | 100.0% |
| Community Festivals | 17,867 | 19,340 | 17,500 | - | - | 7,000 | 7,000 | 100.0% |
| Fourth of July Exp | 25,000 | - | 18,745 | - | - | - | - | 0.0% |
| Provision for Allowance | - | 17,270 | (5,670) | 10,000 | 10,000 | 10,000 | - | 0.0% |
| Bad Debt Expense | - | 227,523 | - | 11,620 | 11,620 | - | (11,620) | 0.0% |
| Covid Emergency Assistant Expense | - | - | 55,000 | 578,500 | 415,000 | - | (578,500) | -100.0% |
| Arts Commission | 10,926 | 10,033 | - | - | - | - | - | - |
| Grants | 157,345 | 69,306 | 140,449 | 200,000 | 200,000 | 200,000 | - | 0.0% |
| Partnership Program | 83,531 | 103,114 | 87,484 | 125,000 | 125,000 | 195,000 | 70,000 | 56.0% |
| Housing Fund Expenditures | 20,000 | 10,000 | 10,000 | 610,000 | 410,000 | 210,000 | (400,000) | -65.6% |
| Supplemental Tax Rebate Program | - | - | - | - | - | - | - | 0.0% |
| Tax Rebate Program | 132,253 | 126,953 | 117,358 | 160,000 | 140,000 | 200,000 | 40,000 | 25.0% |
| Total Non-Departmental | 1,220,628 | 1,400,239 | 1,157,121 | 2,511,975 | 2,005,304 | 1,702,417 | (809,558) | -32.2% |
| Capital Outlay | 2,070,491 | 3,441,173 | 2,555,998 | 6,387,707 | 2,749,236 | 7,619,005 | 1,231,298 | 19.3% |
| Debt Service | 982,447 | 919,868 | 916,402 | 743,005 | 743,005 | 871,460 | 128,455 | 17.3% |
| Transfer to Other Fund | 58,180 | - | - | - | - | 65,000 | 65,000 | 100.0% |
| General Fund Total Expenditures | 24,522,594 | 27,019,468 | 26,265,209 | 33,234,771 | 27,040,510 | 35,466,249 | 2,231,478 | 6.7% |

Note: The variances in the total expenditures between the General Fund Expenditures and General Fund Summary are due to the inter-fund transfer amounts.

General Fund

Fund Balance Projection Detail

| | <u>As Of</u> <u>June 30, 2020</u> | <u>Additions</u> | <u>Deletions</u> | <u>As Of</u> <u>June 30, 2021</u> | <u>Additions</u> | <u>Deletions</u> | <u>As Of</u> <u>June 30, 2022</u> |
|---|--------------------------------------|------------------|------------------|--------------------------------------|------------------|------------------|--------------------------------------|
| Emergency Reserve | 520,169 | | | 520,169 | | | 520,169 |
| Equipment Replacement Reserve | 3,906,954 | 600,000 | 615,517 | 3,891,437 | 700,000 | 1,082,123 | 3,509,314 |
| WSSC Contribution for Future Street Work | 97,516 | | | 97,516 | | | 97,516 |
| Facility Maintenance Reserve | 471,231 | | 43,629 | 427,602 | | 250,000 | 177,602 |
| NonSpendable-Prepaid, Deposits, Inventory | 11,612 | 12,000 | 6,631 | 16,981 | 12,000 | 11,000 | 17,981 |
| Housing Reserve | 1,078,509 | 10,000 | 610,000 | 478,509 | 229,000 | 210,000 | 497,509 |
| Bond Reserve (Restricted) | 7,973,064 | | 1,300,000 | 6,673,064 | | 4,550,479 | 2,122,585 |
| Total Reserved/NonSpendable Fund Balance | 14,059,056 | 622,000 | 2,575,777 | 12,105,279 | 941,000 | 6,103,602 | 6,942,677 |
| Total Unassigned Fund Balance | 6,304,957 | | 341,057 | 5,963,900 | | 3,164,373 | 2,799,527 |
| Total Fund Balance | 20,364,013 | | | 18,069,179 | | | 9,742,204 |

Special Revenue Funds Summary

| | <u>Audited FY18</u> | <u>Audited FY19</u> | <u>Audited FY20</u> | <u>Adjusted FY21</u> | <u>Estimated FY21</u> | <u>Adopted FY22</u> | <u>Change Adj FY21-22</u> | <u>% Change Adj FY21-22</u> |
|--|-------------------------|-------------------------|-------------------------|--------------------------|---------------------------|-------------------------|-------------------------------|---------------------------------|
| <u>REVENUES</u> | | | | | | | | |
| Taxes and utility fees | - | - | - | - | - | - | - | - |
| Licenses and permits | - | - | - | - | - | - | - | - |
| Fines and forfeitures | - | - | - | - | - | - | - | - |
| Use of money and property | - | - | - | - | - | - | - | - |
| Charges for service | - | - | - | - | - | - | - | - |
| Intergovernmental | 969,584 | 1,858,000 | 4,208,991 | 2,090,925 | 1,335,635 | 7,257,755 | 5,166,830 | 247.1% |
| Miscellaneous | 32,915 | 38,633 | 9,266 | 45,000 | 15,500 | 45,000 | - | 0.0% |
| Total Revenues | 1,002,499 | 1,896,633 | 4,218,257 | 2,135,925 | 1,351,135 | 7,302,755 | 5,166,830 | 241.9% |
| <u>EXPENDITURES</u> | | | | | | | | |
| General Government | 327,724 | 75,664 | - | - | - | - | - | - |
| Police | - | - | - | - | - | - | - | - |
| Public Works | 1,128 | - | - | - | - | - | - | - |
| Housing and Community Development | 121,089 | 503,618 | 16,454 | 137,000 | 15,500 | 136,000 | (1,000) | -1% |
| Recreation | - | - | - | - | - | - | - | - |
| Capital outlay | 925,914 | 1,013,561 | 4,165,857 | 1,918,025 | 1,202,490 | 1,109,510 | (808,515) | -42% |
| Total Expenditures | 1,375,855 | 1,592,843 | 4,182,311 | 2,055,025 | 1,217,990 | 1,245,510 | (809,515) | -39% |
| Excess (deficiency) of revenues over expenditures | (373,356) | 303,790 | 35,946 | 80,900 | 133,145 | 6,057,245 | 5,976,345 | 7387% |
| <u>OTHER FINANCING SOURCES (USES)</u> | | | | | | | | |
| Operating transfers in (out) | 58,180 | 41,718 | - | - | - | - | - | - |
| Total Other Financing Sources (Uses) | 58,180 | 41,718 | - | - | - | - | - | - |
| Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses | (315,176) | 345,508 | 35,946 | 80,900 | 133,145 | 6,057,245 | 5,976,345 | 7387% |
| <u>FUND BALANCE</u> | | | | | | | | |
| Beginning of year | 3,394,545 | 3,079,369 | 3,424,877 | 3,460,823 | 3,460,823 | 3,593,968 | 133,145 | 4% |
| End of year | 3,079,369 | 3,424,877 | 3,460,823 | 3,541,723 | 3,593,968 | 9,651,213 | 6,109,490 | 173% |

Note: At June 30, 2022 ending fund reserve restricted for cable equipment purchases is \$3.5 million, Federal Aid-ARPA is \$6.1 million and other Capital Improvement Project is \$27,000.

Stormwater Management Fund Summary

| | <u>Audited FY18</u> | <u>Audited FY19</u> | <u>Audited FY20</u> | <u>Adopted FY21</u> | <u>Estimated FY21</u> | <u>Adopted FY22</u> | <u>Change Adj FY21-22</u> | <u>%Change Adj FY21-22</u> |
|--|-------------------------|-------------------------|-------------------------|-------------------------|---------------------------|-------------------------|-------------------------------|--------------------------------|
| <u>REVENUES</u> | | | | | | | | |
| Taxes and utility fees | - | - | - | - | - | - | | |
| Licenses and permits | 3,050 | 1,000 | 5,791 | 2,900 | 3,800 | 3,500 | 600 | 20.7% |
| Fines and forfeitures | | | | | | | | |
| Use of money and property | | | | | | | | |
| Charges for service | 712,395 | 707,484 | 701,718 | 595,400 | 587,620 | 701,000 | 105,600 | 17.7% |
| Intergovernmental | - | 168,750 | - | - | - | - | | |
| Miscellaneous | 14,659 | 3,053 | 2,350 | - | - | - | | |
| Total Revenues | 730,104 | 880,287 | 709,859 | 598,300 | 591,420 | 704,500 | 106,200 | 17.8% |
| <u>EXPENDITURES</u> | | | | | | | | |
| Public Works | 449,459 | 434,500 | 377,946 | 626,696 | 525,318 | 535,126 | (91,570) | -14.6% |
| Capital outlay | 272,918 | 362,688 | 219,878 | 304,000 | 298,395 | 373,000 | 69,000 | 22.7% |
| Total Expenditures | 722,377 | 797,188 | 597,824 | 930,696 | 823,713 | 908,126 | (22,570) | -2.4% |
| Excess (deficiency) of revenues over expenditures | 7,727 | 83,099 | 112,035 | (332,396) | (232,293) | (203,626) | 128,770 | -38.7% |
| <u>OTHER FINANCING SOURCES (USES)</u> | | | | | | | | |
| Loan proceeds | - | - | - | - | - | - | | |
| Operating transfers in (out) | - | - | - | - | - | 65,000 | 65,000 | 100.0% |
| Total Other Financing Sources (Uses) | - | - | - | - | - | 65,000 | 65,000 | 100.0% |
| Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses | 7,727 | 83,099 | 112,035 | (332,396) | (232,293) | (138,626) | 193,770 | -58.3% |
| <u>FUND BALANCE</u> | | | | | | | | |
| Beginning of year | 191,033 | 198,760 | 281,859 | 393,894 | 393,894 | 161,601 | (232,293) | -59.0% |
| End of year | 198,760 | 281,859 | 393,894 | 61,498 | 161,601 | 22,975 | (38,523) | -62.6% |

Note: Beginning Fiscal Year 2022, stormwater fee will be recalculated to support the increase project costs due to the fee re-structure based on the rate of \$25 per 500 square fee per impervious area.

Speed Camera Fund Summary

| | <u>Audited FY18</u> | <u>Audited FY19</u> | <u>Audited FY20</u> | <u>Adjusted FY21</u> | <u>Estimated FY21</u> | <u>Adopted FY22</u> | <u>Change Adj FY21-22</u> | <u>%Change Adj FY21-22</u> |
|--|-------------------------|-------------------------|-------------------------|--------------------------|---------------------------|-------------------------|-------------------------------|--------------------------------|
| <u>REVENUES</u> | | | | | | | | |
| Taxes and utility fees | - | - | - | - | - | - | - | - |
| Licenses and permits | - | - | - | - | - | - | - | - |
| Fines and forfeitures | 1,227,061 | 991,915 | 886,614 | 750,000 | 704,000 | 800,000 | 50,000 | 6.7% |
| Use of money and property | 17,933 | 34,344 | 35,408 | 40,000 | 1,000 | 1,000 | (39,000) | -97.5% |
| Charges for service | - | - | - | - | - | - | - | - |
| Intergovernmental | - | - | - | - | - | - | - | - |
| Miscellaneous | - | - | - | - | - | - | - | - |
| Total Revenues | 1,244,994 | 1,026,259 | 922,022 | 790,000 | 705,000 | 801,000 | 11,000 | 1.4% |
| <u>EXPENDITURES</u> | | | | | | | | |
| Police | 1,114,353 | 1,025,598 | 850,163 | 764,328 | 787,200 | 823,762 | 59,434 | 7.8% |
| Capital Outlay | 74,415 | 267,278 | 42,837 | 50,000 | 50,000 | 51,000 | 1,000 | 2.0% |
| Total Expenditures | 1,188,768 | 1,292,876 | 893,000 | 814,328 | 837,200 | 874,762 | 60,434 | 7.4% |
| Excess (deficiency) of revenues over expenditures | 56,226 | (266,617) | 29,022 | (24,328) | (132,200) | (73,762) | (49,434) | 203.2% |
| <u>OTHER FINANCING SOURCES (USES)</u> | | | | | | | | |
| Bond proceeds | - | - | - | - | - | - | - | - |
| Operating transfers in (out) | - | - | - | - | - | - | - | - |
| Total Other Financing Sources (Uses) | - | - | - | - | - | - | - | - |
| Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses | 56,226 | (266,617) | 29,022 | (24,328) | (132,200) | (73,762) | (49,434) | 203.2% |
| <u>FUND BALANCE</u> | | | | | | | | |
| Beginning of year | 754,555 | 810,781 | 544,164 | 573,186 | 573,186 | 440,986 | (132,200) | -23.1% |
| End of year | 810,781 | 544,164 | 573,186 | 548,858 | 440,986 | 367,224 | (181,634) | -33.1% |

Fund Balance is restricted for Public Safety Purposes, including Police Equipment in the the Capital Improvement Plan designated as funded by the Speed Camera Fund.

Combined Statement of Revenues, Expenditures, and Changes in Fund Balance - All Governmental Funds For the Fiscal Year Beginning July 1, 2021

| | General Fund | Stormwater Management Fund | Special Revenue Funds | Speed Camera Fund | Total |
|--|-------------------------|---|--------------------------------------|----------------------------------|--------------|
| FY 2022 Revenues | 27,139,274 | 704,500 | 7,302,755 | 801,000 | 35,947,529 |
| FY 2022 Expenditures | 35,401,249 | 908,126 | 1,245,510 | 874,762 | 38,429,647 |
| Excess (deficiency) of revenues over expenditures | (8,261,975) | (203,626) | 6,057,245 | (73,762) | (2,482,118) |
| Other Financing Sources (Uses) | | | | | |
| Bond proceeds | - | - | - | - | - |
| Operating transfers in (out) | (65,000) | 65,000 | - | - | - |
| Total Other Financing Sources (Uses) | (65,000) | 65,000 | - | - | - |
| Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses | (8,326,975) | (138,626) | 6,057,245 | (73,762) | (2,482,118) |
| Fund Balance | | | | | |
| Beginning of year | 18,069,179 | 161,601 | 3,593,968 | 440,986 | 22,265,734 |
| End of year | 9,742,204 | 22,975 | 9,651,213 | 367,224 | 19,783,616 |

| FY22 Budget Rconciliation Table | Amount |
|--|----------------------|
| Proposed Revenue Total-City Manager's Proposed Budget | \$ 27,404,881 |
| Decrease: Property Tax Revenue @ rate 53.97 | \$ (265,607) |
| | |
| | |
| Adopted Revenue Total | \$ 27,139,274 |
| Change in revenue | \$ (265,607) |
| | |
| | |

| | |
|--|----------------------|
| Proposed Expenditure Total-City Manager's Proposed Budget | \$ 35,667,922 |
| City Administration | |
| Increase: Funds for Re-imagining Public Safety Task Force | \$ 50,000 |
| Increase: Community Ambassadors/Navigators | \$ 50,000 |
| Increase: Racial Equity Coordination/Community Engagement Work | \$ 125,000 |
| Police | |
| Decrease: Police Fringe | \$ (138,000) |
| Decrease: Police pension | \$ (50,490) |
| Public Works | |
| Increase: Flooding and Stormwater Engineering on Private Property | \$ 150,000 |
| Increase: Tree Canopy Pilot | \$ 36,000 |
| Increase: Building Benchmarking Study | \$ 60,000 |
| Housing & Community | |
| Increase: Economic Development Support | \$ 50,000 |
| Library | |
| Increase: Library Services | \$ 20,000 |
| Debt Service | |
| Decrease: Community Legacy Loan Debt Service savings | \$ (19,855) |
| Non-Department | |
| Decrease: Council Priorities Set-Aside | \$ (300,000) |
| Decrease: Contingency Account | \$ (1,328) |
| Capital Improvement Program | |
| Decrease: Capital outlay - Unidentified Housing Project | \$ (250,000) |
| Decrease: Duplicate capital funding for Neighborhood Improvements | \$ (58,000) |
| Increase: Heffner Community Center Plaque & Jackson-Boyd Park Sign | \$ 10,000 |
| | |
| | |
| | |
| | |
| | |
| | |
| Adopted Expenditure Total | \$ 35,401,249 |
| Change in Expenditure | \$ (266,673) |
| | |
| | |

| | |
|---|---------------------|
| Proposed Unassigned Fund Balance-City Manager's Proposed | \$ 2,792,736 |
| Increase: Adjustment of contingency account and FY21 Adjustment | \$ 6,791 |
| Adopted Unassigned Fund Balance | \$ 2,799,527 |

| CAPITAL IMPROVEMENT PROGRAM - FISCAL YEARS 2021-2026 | | | | | | | | | |
|---|----------|-----|------------|------------|------------|-------|------------|------------|------------|
| City Administration | | | Priority | FY 21 Adj | FY 22 | FY 23 | FY 24 | FY 25 | FY 26 |
| EQUIPMENT & Vehicles | | | | | | | | | |
| City Administration | | | | | | | | | |
| Departmental - Vehicles | | | | | | | | | |
| Admin Pool Car (#298) | ERR | III | | | | | | | \$ 27,200 |
| Admin Pool Car (#286) | ERR | III | | | | | | \$ 40,469 | |
| SUBTOTAL - City Administration | | | | \$ - | \$ - | \$ - | \$ - | \$ 40,469 | \$ 27,200 |
| | | | | | | | | | |
| INFORMATION TECHNOLOGY | | | Priority | FY 21 | FY 22 | FY 23 | FY 24 | FY 25 | FY 26 |
| EQUIPMENT & SOFTWARE | | | | | | | | | |
| Information Technology | | | | | | | | | |
| WiFi Access Points | GF | I | \$ 14,000 | | | | | | |
| Closed Circuit TV & Video Surveillance FOR Community Center | ERR | II | | \$ - | | | | | |
| Document Storage & Management | SRF-ARPA | I | | \$ 100,000 | | | | | |
| Security Software | GF | I | \$ 55,000 | | | | | | |
| Surveillance for PW/REC/Heffner | GF | II | \$ 20,000 | \$ - | | | | | |
| Upgrade Network Switches and Router | ERR | I | \$ 9,000 | \$ 40,000 | | | | | |
| Millennium Door Security & ID Software | ERR | I | \$ 75,000 | | | | | | |
| Servers Infrastructure | ERR | I | | \$ 74,194 | | | | | |
| Phone System Replacement | GF | I | \$ 10,000 | | | | | | |
| Government Services Financial Software | ERR | I | | | | | | | \$ 92,607 |
| SUBTOTAL - INFORMATION TECHNOLOGY | | | | \$ 183,000 | \$ 214,194 | \$ - | \$ - | \$ - | \$ 92,607 |
| | | | | | | | | | |
| POLICE | | | Priority | FY 21 Adj | FY 22 | FY 23 | FY 24 | FY 25 | FY 26 |
| VEHICLES & EQUIPMENT | | | | | | | | | |
| Police - Vehicles | | | | | | | | | |
| Police Patrol Cars (#287, 291, 296, 316) \$58,000/car | ERR | I | \$ 232,000 | | | | | | |
| Police Patrol Cars (#293,294,295,288) \$60,900/car | ERR | I | | \$ 243,600 | | | | | |
| Police SUVs (#300) \$60,900/car | ERR | I | | \$ 60,900 | | | | | |
| Police Cars (#301,302,303,304,305,306,307) \$63,945/car | ERR | I | | | \$ 447,615 | | | | |
| Parking Enforcement Van (#299) | ERR | I | | | | | \$ 30,500 | | |
| Police K-9 Patrol Car (#337) | ERR | I | | | | | \$ 46,500 | | |
| Police Patrol Cars (#308,309,310,311,312,314) \$66,692/car | ERR | I | | | | | \$ 466,844 | | |
| Police Small Van (#313) | ERR | I | | | | | \$ 42,300 | | |
| Police Transit Van (#315) | ERR | I | | | | | \$ 33,800 | | |
| Police Truck (#322) | ERR | I | | | | | \$ 45,000 | | |
| Police Cars (#323,324,325,326,327,328,329) \$70,026/car | ERR | I | | | | | | \$ 490,182 | |
| Police Cars (#333, 334, 335, 336) | ERR | I | | | | | | | \$ 280,104 |
| Police K-9 Patrol Car (#289) | ERR | I | | | | | | | \$ 53,551 |
| Code Car - #269 | ERR | III | | | | | | | \$ 39,000 |

CAPITAL IMPROVEMENT PROGRAM - FISCAL YEARS 2021-2026

| | | | | | | | | | |
|---------------------------------------|-----|-----|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--------------|
| Police - Equipment | | | | | | | | | |
| Camera Trailer | SCF | II | \$ 32,000 | \$ 33,000 | | | | | |
| Field Radio Equipment | GF | II | \$ 35,000 | \$ 35,000 | \$ 35,000 | \$ 35,000 | \$ 35,000 | \$ 35,000 | |
| Mobile Computers | GF | I | \$ 50,000 | \$ 150,000 | \$ 25,000 | \$ 25,000 | \$ 25,000 | \$ 25,000 | |
| Body Camera & Taser Replacement | ERR | I | \$ 11,184 | | \$ 32,154 | | \$ 32,154 | \$ 40,317 | |
| License Plate Reader | GF | II | \$ 26,800 | \$ 13,400 | \$ 13,400 | | | | |
| Bike Patrol Unit Equipment | SCF | II | \$ 18,000 | \$ 18,000 | \$ 6,000 | \$ 6,000 | \$ 6,000 | \$ 6,000 | |
| SUBTOTAL - POLICE | | | \$ 404,984 | \$ 553,900 | \$ 559,169 | \$ 730,944 | \$ 588,336 | \$ 478,972 | |
| PUBLIC WORKS | | | | | | | | | |
| | | | Priority | FY 21 Adj | FY 22 | FY 23 | FY 24 | FY 25 | FY 26 |
| VEHICLES | | | | | | | | | |
| Public Works - Vehicle | | | | | | | | | |
| Admin Vehicle (#262) | ERR | III | | | \$ 32,591 | | | | |
| Pick Up Truck (#244) | ERR | III | \$ 41,500 | | | | | | |
| Electric Street Sweeper | SW | I | | \$ 273,000 | | | | | |
| | ERR | I | | \$ 273,000 | | | | | |
| Pick Up Truck (#260) | ERR | III | | \$ 45,489 | | | | | |
| Building Mnt Van (#285) | ERR | III | | | | | | \$ 30,680 | |
| Trash Truck (#271,272)\$315,000/truck | ERR | I | | | | | \$ 630,000 | | |
| Dump Truck (#259) | ERR | III | | | | | | | \$ 168,150 |
| Pick Up Truck (#223) | ERR | III | | | | | | | \$ 44,500 |
| EQUIPMENT | | | | | | | | | |
| Public Works - Equipment | | | | | | | | | |
| Leaf Boxes | ERR | III | \$ 5,376 | \$ 5,376 | | | | | \$ 6,764 |
| Roadway Crackfilling Machine | ERR | III | \$ 45,000 | \$ 45,000 | | | | | |
| Leaf Collection Vacuums | ERR | I | \$ 30,000 | \$ 53,000 | | | | | \$ 70,000 |
| Elevator Replacement | ERR | III | \$ 54,255 | | | | | | |
| Replace Riding Mower | ERR | III | | \$ 13,200 | | | | | |
| Truck Tire Changer | ERR | III | \$ 17,326 | \$ 17,326 | | | | | |
| Loader | ERR | III | | \$ 200,038 | | | | | |
| Roll-Off Trailer | ERR | III | | | \$ 83,373 | | | | |
| Vehicle Lift 2 | ERR | III | | \$ 11,000 | | | | | |
| Aerial Lift | ERR | III | | | \$ 48,439 | | | | |
| Hook Lift Trailer | ERR | III | | | \$ 85,861 | | | | |
| Transmission Fuel Exchanger | ERR | III | | | \$ 6,706 | | | | |
| Vehicle Lift 1 | ERR | III | | | \$ 14,065 | | | | |

| CAPITAL IMPROVEMENT PROGRAM - FISCAL YEARS 2021-2026 | | | | | | | | |
|---|-----------------|-----|------------------|--------------|--------------|--------------|--------------|--------------|
| Vehicle Bay Exhaust System | ERR | III | | | | \$ 41,000 | | |
| Regular Tire Changer | ERR | III | | | | | \$ 11,365 | |
| Emergency Generator MB rear | ERR | III | | | | | \$ 58,254 | |
| Genisys Master Diagnostic | ERR | III | | | | | | \$ 5,000 |
| Stationary Steam Cleaner | ERR | III | | | | | | \$ 31,100 |
| Fuel Dispensing Software & Equipment | ERR | III | \$ - | | | | \$ 40,575 | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| STREET & SIDEWALK | Priority | | FY 21 Adj | FY 22 | FY 23 | FY 24 | FY 25 | FY 26 |
| Public Works-Street & Sidewalk | | | | | | | | |
| ADA Sidewalk Retrofit - Total FY20 Cost \$500,000 | | | | | | | | |
| City Sidewalks | GF | II | \$ 166,800 | \$ 200,000 | \$ 300,000 | \$ 300,000 | \$ - | |
| SHA Sidewalks | GF | II | \$ - | \$ 300,000 | \$ 500,000 | \$ 500,000 | \$ 500,000 | \$ 500,000 |
| Ethan Allen Street Project Retainage | SRF | II | | | | | | |
| Flower Avenue Green Street Project - Total FY20 Cost \$4,150,181 | | | | | | | | |
| Anticipate unspent funds will be rolled over from FY20 to FY21 | | | | | | | | |
| City Fund | Bond | II | \$ 1,000,000 | | | | | |
| City Match | GF | II | \$ 146,909 | | | | | |
| Montgomery County | SRF | II | \$ - | | | | | |
| National Fish & Wildlife Federation Grant | SW | II | | | | | | |
| SHA | GF | II | | | | | | |
| TAP | SRF | II | \$ 540,330 | | | | | |
| WSSC | SRF | II | \$ 300,328 | | | | | |
| CDBG | SRF | II | | | | | | |
| Lincoln Project (Retainage for Sidewalk) | SRF | II | \$ 16,505 | | | | | |
| New Sidewalk Design/Construction & Traffic Calming | GF | II | \$ 100,000 | \$ 250,000 | \$ 500,000 | \$ 500,000 | \$ 500,000 | \$ 500,000 |
| Street Light Upgrade | GF | III | \$ - | \$ 20,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 |
| Street Rehabilitation | GF | I | \$ - | \$ 500,000 | \$ 500,000 | \$ 500,000 | \$ 500,000 | \$ 500,000 |
| Heffner Community Center Plaque & Jackson-Boyd Park Sign | GF | I | | \$ 10,000 | | | | |
| | | | | | | | | |
| PUBLIC WORKS | Priority | | FY 21 Adj | FY 22 | FY 23 | FY 24 | FY 25 | FY 26 |
| BUILDING FACILITIES | | | | | | | | |
| Public Works-Building Facilities | | | | | | | | |
| Phase 2 Facility Design | GF | III | | | | | \$ 150,000 | |
| Phase 2 Construction | GF | III | | | | | | \$ 850,000 |
| | | | | | | | | |
| Community Center | | | | | | | | |
| Atrium Floor Construction | FMR | I | | \$ 200,000 | \$ 600,000 | | | |
| Chiller Water Pump | ERR | III | | | | | | |
| HVAC Control System | FMR | III | \$ 28,300 | \$ 40,000 | | | | |
| Epoxy Coat Walkway and LL Parking area | FMR | III | | | \$ 15,000 | | | \$ 18,000 |
| Lobby Doors | FMR | III | \$ 11,000 | | | | | |
| Police Department Renovation | FMR | II | | | | | | |
| Police Department Construction | GF | II | | | \$ - | \$ 1,250,000 | \$ 1,250,000 | |
| Third Floor Renovation(IT and Cable) | | | | | | | | |

| CAPITAL IMPROVEMENT PROGRAM - FISCAL YEARS 2021-2026 | | | | | | | | | |
|--|---|------|----------|--------------|--------------|--------------|--------------|--------------|--------------|
| | City Fund | FMR | I | | | \$ 75,000 | | | |
| | Cable Grant | SRF | I | | | \$ 125,000 | | | |
| | Emergency Generator Community Center rear | ERR | III | | | | | \$ 58,254 | |
| | | | | | | | | | |
| | | | | | | | | | |
| SUBTOTAL - PUBLIC WORKS | | | | \$ 2,503,629 | \$ 2,456,429 | \$ 2,906,035 | \$ 3,741,000 | \$ 3,119,128 | \$ 2,713,514 |
| | | | | | | | | | |
| STORMWATER MANAGEMENT | | | | | | | | | |
| | | Fund | Priority | FY 21 Adj | FY 22 | FY 23 | FY 24 | FY 25 | FY 26 |
| | Grant Ave and Holly Ave Bioretention Facility | SW | III | \$ 30,000 | | | | | |
| | Takoma Branch Stream Restoration - Phase 2 | SW | III | \$ 204,000 | | | | | |
| | Sligo Mill Dead End Erosion Control | SW | III | \$ 70,000 | | | | | |
| | 13th and Hillwood Manor Playground | SW | III | | \$ 55,000 | | | | |
| | Cockerille Ave Pipe Realignment | SW | III | | \$ 45,000 | | | | |
| | Glenside Dr and Carroll Ave | SW | III | | | \$ 40,000 | | | |
| | Jefferson Ave Bio Retention Facility | SW | III | | | \$ 45,000 | | | |
| | Albany and Baltimore Ave SW Treatment | SW | III | | | \$ 70,000 | | | |
| | Houston Ave SW Treatment | SW | III | | | \$ 80,000 | | | |
| | Parkview Apts Fron Lot Bioretention | SW | III | | | \$ 45,000 | | | |
| | Essex Parking Lot at Maple | SW | III | | | | \$ 45,000 | | |
| | Flower Ave & Cherry Ave Outfall Stabilization | SW | III | | | | \$ 40,000 | | |
| | Franklin Apt Bio Swale | SW | III | | | | \$ 65,000 | | |
| | Gude Ave and Popular Ave Erosion Control | SW | III | | | | \$ 40,000 | | |
| | Prince Georges area run-off control on private property | SW | IV | | | | | \$ 200,000 | |
| | Takoma Branch Stream Restoration - Phase 2 | SW | IV | | | | | | \$ 200,000 |
| SUBTOTAL - STORMWATER MANAGEMENT | | | | \$ 304,000 | \$ 100,000 | \$ 280,000 | \$ 190,000 | \$ 200,000 | \$ 200,000 |
| | | | | | | | | | |
| SUBTOTAL - PUBLIC WORKS | | | | \$ 2,807,629 | \$ 2,556,429 | \$ 3,186,035 | \$ 3,931,000 | \$ 3,319,128 | \$ 2,913,514 |

| CAPITAL IMPROVEMENT PROGRAM - FISCAL YEARS 2021-2026 | | | | | | | | |
|---|----------|-----|--------------|------------|------------|------------|-----------|-----------|
| RECREATION | Priority | | FY 21 Adj | FY 22 | FY 23 | FY 24 | FY 25 | FY 26 |
| EQUIPMENT | | | | | | | | |
| Recreation - Vehicle | | | | | | | | |
| Recreation Bus Large(#242) | ERR | II | \$ - | | \$ 78,136 | | | |
| Recreation Bus (SAB)(#268) | ERR | II | | | | \$ 62,733 | | |
| Recreation - Equipment | | | | | | | | |
| Treadmills | ERR | III | \$ - | | | \$ 7,338 | | \$ 6,400 |
| Elliptical | ERR | III | | | \$ 6,600 | | | |
| Active Arcade Game - Game Room | ERR | IV | \$ - | | | \$ 6,500 | | |
| Recreation | | | | | | | | |
| Rec Programming Software - ActiveNetwork | ERR | II | | | | \$ 60,000 | | |
| Gym Floor Repair | FMR | II | | \$ 10,000 | | | | |
| SUBTOTAL - RECREATION | | | \$ - | \$ 10,000 | \$ 84,736 | \$ 136,571 | \$ - | \$ 6,400 |
| HOUSING & COMMUNITY | Priority | | FY 21 Adj | FY 22 | FY 23 | FY 24 | FY 25 | FY 26 |
| Community Improvement | | | | | | | | |
| CDBG - Houston Court | SRF | I | \$ 91,000 | \$ 91,000 | | | | |
| CDBG - ADA Sidewalks | SRF | I | | \$ 91,000 | | | | |
| Bike Improvements | GF | II | \$ 50,000 | \$ 40,000 | \$ 40,000 | \$ 40,000 | \$ 40,000 | \$ 40,000 |
| Bus Shelter Improvements | GF | II | \$ 60,000 | \$ 40,000 | \$ 40,000 | \$ 40,000 | \$ 40,000 | \$ 40,000 |
| ADA Compliance Site Improvements for Bus Shelters | GF | I | \$ 40,000 | | | | | |
| Public Art | GF | IV | \$ 49,000 | | | | | |
| Public Land Management Plan Implementation | GF | II | \$ 40,000 | \$ 40,000 | | | | |
| New Hampshire Ave Bikeway Design Section A 22-23 & Section B | | | | | | | | |
| City Fund | GF | I | \$ 38,000 | \$ 80,000 | \$ 18,000 | | | |
| Grant A | SRF | I | \$ 475,000 | \$ 320,000 | \$ 72,000 | | | |
| Grant B | SRF | I | \$ 152,000 | | | | | |
| Takoma Park Economic Development Project | | | | | | | | |
| City Fund | GF | III | \$ - | \$ - | \$ 175,000 | | | |
| Housing Project Expenditure | GF | III | \$ - | | | | | |
| Neighborhood Commercial Center Improvements | GF | I | \$ 50,000 | | \$ 150,000 | \$ 175,000 | | |
| Façade Grant-City Match | GF-ARPA | I | | \$ 8,000 | | | | |
| Façade Grant-City Match | GF | I | | \$ 50,000 | | | | |
| Façade Grant-Maryland Dept of Housing Community Development | SRF | I | | 100,000 | | | | |
| SUBTOTAL -HOUSING & COMMUNITY | | | \$ 1,045,000 | \$ 860,000 | \$ 495,000 | \$ 255,000 | \$ 80,000 | \$ 80,000 |

CAPITAL IMPROVEMENT PROGRAM - FISCAL YEARS 2021-2026

| COMMUNICATIONS | | Priority | FY 21 Adj | FY 22 | FY 23 | FY 24 | FY 25 | FY 26 |
|--|------|----------|---------------------|---------------------|---------------------|-------------|-------------|------------------|
| EQUIPMENT & SOFTWARE | | | | | | | | |
| Administration/Communications (City TV) | | | | | | | | |
| Auditorium Digital Video & Touch Panel System | SRF | I | | | \$ 5,000 | | | \$ 5,000 |
| Auditorium Camera System | SRF | III | | | \$ 120,000 | | | |
| Council Dais | SRF | II | \$ 25,000 | | | | | |
| Council Dias | SRF | III | | | \$ 50,000 | | | |
| Auditorium Lighting | SRF | I | | | \$ 15,000 | | | \$ 15,000 |
| Control Room Switcher | SRF | I | | | \$ 15,000 | | | |
| CableTV 13 Editing & Playback Servers | SRF | I | | \$ 165,000 | | | | |
| Closed Captioning | SRF | I | \$ 25,000 | \$ 20,000 | | | | |
| ASL or CART Interpretation for Council Meetings | SRF | I | | \$ 10,000 | \$ 60,000 | | | |
| SUBTOTAL - COMMUNICATIONS | | | \$ 50,000 | \$ 195,000 | \$ 265,000 | \$ - | \$ - | \$ 20,000 |
| LIBRARY | | Priority | FY 21 Adj | FY 22 | FY 23 | FY 24 | FY 25 | FY 26 |
| Library-Facilities | | | | | | | | |
| Library Detail Design, Relocation, & Construction-Total FY20 Cost \$800,000 | | | | | | | | |
| City Fund | Bond | I | \$ 3,851,400 | \$ 4,550,479 | \$ 1,800,000 | | | |
| Library State Grant | SRF | I | \$ 300,000 | \$ 226,698 | | | | |
| Cable Grant s | SRF | I | | | \$ 2,500,000 | | | |
| Library-Software | | | | | | | | |
| Useful Hardware, Software, & Support | ERR | I | \$ 24,855 | | | | | |
| SUBTOTAL-LIBRARY | | | \$ 4,176,255 | \$ 4,777,177 | \$ 4,300,000 | \$ - | \$ - | \$ - |

| | Fund | Priority | FY 21 Adj | FY 22 | FY 23 | FY 24 | FY 25 | FY 26 |
|---|-----------------|----------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| CIP Total – Items funded by Equipment Replacement Reserve | ERR | | \$ 657,296 | \$ 1,082,123 | \$ 835,540 | \$ 1,472,515 | \$ 761,933 | \$ 864,693 |
| CIP Total – Items funded by Facility Maintenance Reserve | FMR | | \$ 39,300 | \$ 250,000 | \$ 690,000 | \$ - | \$ - | \$ 18,000 |
| CIP Total – Items funded by General Fund – Capital Outlay | GF | | \$ 839,709 | \$ 1,728,400 | \$ 2,316,400 | \$ 3,385,000 | \$ 3,060,000 | \$ 2,510,000 |
| CIP Total – Items funded by General Fund – Capital Outlay | GF-ARPA | | | \$ 8,000 | | | | |
| CIP Total – Items funded by General Fund – Bond | Bond | | \$ 4,851,400 | \$ 4,550,479 | \$ 1,800,000 | \$ - | \$ - | \$ - |
| CIP Total – General Fund | | | \$ 6,387,705 | \$ 7,619,002 | \$ 5,641,940 | \$ 4,857,515 | \$ 3,821,933 | \$ 3,392,693 |
| CIP Total – Items funded Through General Fund Operating Transfer to SRF | GF Transfer SRF | | | | | | | |
| CIP Total – Items funded Through Speed Camera Program Fund | SCF | | \$ 50,000 | \$ 51,000 | \$ 6,000 | \$ 6,000 | \$ 6,000 | \$ 6,000 |
| CIP Total – Items funded by Special Revenue Funds | SRF | | \$ 1,925,163 | \$ 1,023,698 | \$ 2,962,000 | \$ - | \$ - | \$ 20,000 |
| CIP Total – Items funded by Special Revenue Funds | SRF-ARPA | | | \$ 100,000 | | | | |
| CIP Total Stormwater Fund | SW | | \$ 304,000 | \$ 373,000 | \$ 280,000 | \$ 190,000 | \$ 200,000 | \$ 200,000 |
| CIP GRAND TOTAL | | | \$ 8,666,868 | \$ 9,166,700 | \$ 8,889,940 | \$ 5,053,515 | \$ 4,027,933 | \$ 3,618,693 |

Legend

GF – General Fund
 ERR – Equipment Replacement Reserve
 FMR – Facility Maintenance Reserve
 SRF – Special Revenue Fund
 SCF – Speed Camera Fund
 SW – Stormwater Fund

Priority Level

I- Imperative
 II-Essential
 III-Important
 IV-Desirable

Introduced by: Councilmember Searcy

First Reading: May 12, 2021

Second Reading: May 19, 2021

**CITY OF TAKOMA PARK, MARYLAND
ORDINANCE NO. 2021-19**

**AN ORDINANCE APPROVING AND ADOPTING THE STORMWATER MANAGEMENT
BUDGET FOR FISCAL YEAR 2022, BEGINNING JULY 1, 2021
AND ENDING JUNE 30, 2022**

WHEREAS, Section 1101 of the Charter of the City of Takoma Park designates the City Council as the Stormwater Management Board for Takoma Park with all of the powers associated therewith; and,

WHEREAS, Section 21-625 of the Local Government Article of the Annotated Code of Maryland authorizes the adoption of a stormwater management utility fee system or user charges for stormwater management programs by the City; and

WHEREAS, Section 1106 of the Charter of the City of Takoma Park empowers the Stormwater Management Board to charge and to collect stormwater utility fees and user charges to pay for stormwater management activities in the City; and,

WHEREAS, the Stormwater Management Board desires to maintain a Stormwater Management Fund for the collection and payment of revenues and expenditures as it deems necessary to provide for the construction, maintenance, operations, and repair of the stormwater management system in the City.

NOW, THEREFORE, BE IT ORDAINED BY THE STORMWATER MANAGEMENT BOARD OF THE CITY OF TAKOMA PARK, MARYLAND:

SECTION 1. For Fiscal Year 2022, the City Council has revised the fee structure. All properties will be billed using the same fee structure. The fee has a base rate of \$25 per 500 square feet of impervious surface. The fee charged to the owners of single-family residential properties between July 1, 2021 and June 30, 2022 shall not exceed \$275.00. Beginning July 1, 2022, the fees charged to the owners of single-family residential properties shall not be so limited. A Stormwater Management fee shall be imposed on real property in the City in an amount sufficient to fund the Stormwater Management expenditures established by this Ordinance.

SECTION 2. A Stormwater Management Fund shall be maintained into which shall be deposited:

- a) All the receipts and revenues from user charges and utility fees imposed by the City to pay for stormwater management
- b) All charges, fees, fees-in-lieu, grants, and other contributions received from any person or governmental entity in connection with stormwater management activities or programs.

SECTION 3. The budget adopted hereto and by reference made a part hereof is hereby adopted for the fiscal year beginning July 1, 2021 and ending June 30, 2022. Said budget provides for an appropriation in the amount of \$908,126 for stormwater management activities.

SECTION 4. The following operating transfers are hereby authorized in accordance with the exhibits attached hereto and incorporated herein by reference:

| Operating Transfer From | Transfer To | Amount of Transfer |
|--------------------------------|--------------------|---------------------------|
| General Fund | Stormwater Fund | \$65,000 |

SECTION 5. Use of fund balance amount of \$138,626 authorized to supplement other revenues and financing sources.

SECTION 6. Stormwater management projects that are declared to be of an emergency nature as defined by the City Council in accordance with the Charter of the City of Takoma Park may be funded through the Emergency Reserve or other monies as designated by the City Council.

SECTION 7. Should any section of this Ordinance be determined to be invalid, such invalidity shall not affect any other sections.

SECTION 8. This Ordinance shall be effective July 1, 2021.

Adopted by roll-call vote this 19th day of May, 2021 as follows:

AYES: Stewart, Kovar, Dyballa, Kostiuk, Seamens, Searcy
NAYS: Smith
ABSENT: None
ABSTAIN: None

Stormwater Management Fund Summary

| | <u>Audited FY18</u> | <u>Audited FY19</u> | <u>Audited FY20</u> | <u>Adopted FY21</u> | <u>Estimated FY21</u> | <u>Adopted FY22</u> | <u>Change Adj FY21-22</u> | <u>%Change Adj FY21-22</u> |
|--|-------------------------|-------------------------|-------------------------|-------------------------|---------------------------|-------------------------|-------------------------------|--------------------------------|
| <u>REVENUES</u> | | | | | | | | |
| Taxes and utility fees | - | - | - | - | - | - | | |
| Licenses and permits | 3,050 | 1,000 | 5,791 | 2,900 | 3,800 | 3,500 | 600 | 20.7% |
| Fines and forfeitures | | | | | | | | |
| Use of money and property | | | | | | | | |
| Charges for service | 712,395 | 707,484 | 701,718 | 595,400 | 587,620 | 701,000 | 105,600 | 17.7% |
| Intergovernmental | - | 168,750 | - | - | - | - | | |
| Miscellaneous | 14,659 | 3,053 | 2,350 | - | - | - | | |
| Total Revenues | 730,104 | 880,287 | 709,859 | 598,300 | 591,420 | 704,500 | 106,200 | 17.8% |
| <u>EXPENDITURES</u> | | | | | | | | |
| Public Works | 449,459 | 434,500 | 377,946 | 626,696 | 525,318 | 535,126 | (91,570) | -14.6% |
| Capital outlay | 272,918 | 362,688 | 219,878 | 304,000 | 298,395 | 373,000 | 69,000 | 22.7% |
| Total Expenditures | 722,377 | 797,188 | 597,824 | 930,696 | 823,713 | 908,126 | (22,570) | -2.4% |
| Excess (deficiency) of revenues over expenditures | 7,727 | 83,099 | 112,035 | (332,396) | (232,293) | (203,626) | 128,770 | -38.7% |
| <u>OTHER FINANCING SOURCES (USES)</u> | | | | | | | | |
| Loan proceeds | - | - | - | - | - | - | | |
| Operating transfers in (out) | - | - | - | - | - | 65,000 | 65,000 | 100.0% |
| Total Other Financing Sources (Uses) | - | - | - | - | - | 65,000 | 65,000 | 100.0% |
| Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses | 7,727 | 83,099 | 112,035 | (332,396) | (232,293) | (138,626) | 193,770 | -58.3% |
| <u>FUND BALANCE</u> | | | | | | | | |
| Beginning of year | 191,033 | 198,760 | 281,859 | 393,894 | 393,894 | 161,601 | (232,293) | -59.0% |
| End of year | 198,760 | 281,859 | 393,894 | 61,498 | 161,601 | 22,975 | (38,523) | -62.6% |

Note: Beginning Fiscal Year 2022, stormwater fee will be recalculated to support the increase project costs due to the fee re-structure based on the rate of \$25 per 500 square fee per impervious area.

Introduced by: Councilmember Seamens

First Reading: May 12, 2021

Second Reading: May 19, 2021

**CITY OF TAKOMA PARK, MARYLAND
ORDINANCE NO. 2021-18**

**AN ORDINANCE ESTABLISHING THE TAX RATES FOR FISCAL YEAR 2022, BEGINNING
JULY 1, 2021 AND ENDING JUNE 30, 2022**

WHEREAS, in accordance with Section 6-303 of the Tax Property Article of the Annotated Code of Maryland, the City Council is charged with the establishment of a municipal corporation tax rate on or before the first day of July of each year; and,

WHEREAS, a public hearing must be held prior to the establishment of said tax rate if the rate will exceed the constant yield tax rate as calculated by the Maryland Department of Assessments and Taxation; and,

WHEREAS, the proposed tax rate for Fiscal Year 2022 will exceed the constant yield tax rate of \$0.5295, and,

WHEREAS, public budget hearings were held on April 14, 2021 and April 28, 2021.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND:

SECTION 1. Section 7.16.020 of Chapter 7.16, "Real and Personal Property", of the City of Takoma Park Code is amended to read as follows:

"Section 7.16.020. Annual tax levy on real and personal property.

Effective July 1, 2021 all real and personal property which is subject to taxation by the City shall be subject to a tax on the assessed value of such real and personal property as such value is determined by the State Department of Assessments and Taxation, at the rate of:

| | |
|-------------------------------|--|
| Real Property | |
| Apartments | \$0.5397 per \$100 of assessed valuation |
| Commercial | \$0.5397 per \$100 of assessed valuation |
| Residential | \$0.5397 per \$100 of assessed valuation |
| Vacant | \$0.5397 per \$100 of assessed valuation |
| Personal Property | \$1.55 per \$100 of assessed valuation |
| Railroad and Public Utilities | \$1.57 per \$100 of assessed valuation" |

SECTION 2. This Ordinance shall be effective July 1, 2021.

Adopted this 19th day of May, 2021, by roll-call vote as follows:

AYES: Stewart, Kovar, Dyballa, Kostiuk, Seamens, Smith, Searcy
NAYS: None
ABSTAIN: None
ABSENT: None

Introduced by: Councilmember Kovar

**CITY OF TAKOMA PARK, MARYLAND
RESOLUTION 2021-11**

**AUTHORIZING A TEMPORARY CLOSURE OF LAUREL AVENUE ON MAY 28 FOR
THE WASHINGTON NATIONAL OPERA’S OPERA TRUCK**

WHEREAS, the Old Takoma Business Association (OTBA) proposes to close the west side of Laurel Avenue on Friday, May 28, from 4:00 p.m. to 9:00 p.m. to host the Washington National Opera’s “Opera Truck;” and

WHEREAS, the performance would last for 30 minutes but the additional time is needed for set up and breakdown of a mini attached stage; and

WHEREAS, the other side of Laurel Avenue is closed to accommodate the Takoma Streeter; and

WHEREAS, OTBA has submitted the plan for the event to the Montgomery County Health Department to ensure that the performance can be accomplished safely under current COVID-19 protocols.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF TAKOMA PARK, MARYLAND authorizes the City Manager to close Laurel Avenue on Friday, May 28, from 4:00 p.m. to 9:00 p.m. for a performance by the Washington National Opera; and

BE IT FURTHER RESOLVED that the Old Takoma Business Association shall follow the protocols and restrictions from the Montgomery County Department of Health related to COVID-19.

Adopted this 19th day of May, 2021.

Attest:

Jessie Carpenter, CMC
City Clerk

Update from the Urban Forest Manager

Regarding the Implementation of the
Tree Canopy Resolution

Marty Frye - Urban Forest Manager - May 19, 2019





Goals from the Resolution

- increase tree canopy coverage in neighborhoods with less coverage, using a participatory process for planning to create an equitably distributed tree canopy over time, and collaborating with members of those neighborhoods in the planning of tree plantings and in efforts to support and maintain existing mature trees.
- no net loss of the urban forest canopy overall, with the baseline measurement being approximately 60 percent tree canopy coverage citywide
- increased biodiversity (such as species, size) and a focus on planting of native species and where appropriate, climate-adapted species,



Actions Identified in Resolution

- to conduct a reassessment of the urban tree canopy City-wide through lidar or similar technology every three years, and advise the Council on needs to reassess tree canopy baseline goals, implementation efforts, and funding levels;
- to develop an updated species planting list that recognizes these overarching principles and goals, with a plan for periodic review and modification of the list
- to seek opportunities for collaboration with nonprofit organizations, institutions of higher learning, community groups, and government agencies to achieve our goals
- to review City processes that might perpetuate inequities in the tree canopy in the City;
- to work with Maryland National Capital Park and Planning Commission regarding maintenance of the tree canopy along Sligo Creek Parkway and county owned parks; and coordinate with State Highway Administration (SHA) to increase plantings along the state right of way; and
- to align urban forest plans and actions with the City's Sustainability and Climate Action Plan, Housing and Economic Development Strategic Plan, Public Space Plan, Racial Equity Initiative, and Tree Ordinance amendments.



Specific Directives From Resolution

Revise existing programs and structures

Completed Actions Include:

- Web Portal Rollout
- Updated Tree Impact Assessment and Tree Protection Plan processes





Planned Actions Include:

- Expanded selection of tree care resources on city website
- Ongoing review of programs for opportunities for improvement



My TKPK Online

Main Menu

-  Home
-  Submit a Request
-  Report a Violation
-  My Request Center

Online Payment Services

-  Landlord Registration and Licensing Fee
-  Parking Fines
-  Recreation Programs Fee

Other Resources

-  City Calendar

Service Request Type: Tree Impact Assessment

Description: A Tree Impact Assessment must be requested and approved before conducting certain work near an urban forest tree. Please see the City of Takoma Park tree permits web page for information on situations where a Tree Impact Assessment is required. [Tree Impact Assessment Web Page](#)

Contact E-Mail: martytkpk@gmail.com

Project Address

Address 1:

Address 2:

City:

State/Province:

Zip/Postal Code:

Additional Information

Applicant's Description of Project:

For Pruning work:

In the box above please provide a written description clearly explaining which branches and what percentage of the live crown will be pruned. If you are uncertain about what portion of the tree needs to be pruned, you should determine this with your tree care contractor prior to submitting this request for Tree Impact Assessment. Feel free to attach photos as needed to help depict the proposed pruning work.

For Construction, Landscaping, and Other work:

In the box above please provide a narrative describing your project and how work is to be performed. Please include as much detail as you can regarding the depth of excavation, the type of equipment to be used, the area of your property that will be disturbed by project activities, and anything else that might be relevant. Damage to roots by excavation and soil compaction by construction traffic or materials storage are of chief concern. Your project will be assessed for impacts to trees on your property as well as those on neighboring properties. Please also attach a project drawing or sketch to depict the proposed project.



Tree Protection Plan Permit Application

Tree Protection Plan Checklist

The following checklist will guide you through the creation of your tree protection plan. Checking a box alone is not sufficient, you must actually include the required element on your tree protection plan. Please provide a response for each element to state whether or not it applies to your project. Please refer to the Tree Protection Plan Manual as you work through this checklist for guidance in completing your Tree Protection Plan (TPP).

1. Tree Inventory/List

- ☐ (Required) I have included a tree inventory for all Urban Forest Trees (trees with trunks measuring 7.8 inches diameter or greater at 4.5 feet from the ground) within 50 feet of potential impacts involved with this project. This may include trees on neighboring properties, whose trunk measurements may be estimated. The trees are marked on the plan drawing with their inventory number and their diameters listed along with any other helpful information.

2. Critical Root Zones (CRZ)

- ☐ (Required) I understand the potential extents to which tree roots may grow and have adequately considered the root zone of Urban Forest Trees in this plan.

Note: Drawing a circle on your plan for the CRZ of each tree is optional, though can be helpful, particularly when done under the guidance of a qualified arborist.

3. Tree Protection Fence (TPF)

- ☐ TPF will be installed and I have depicted its location on the plan drawing. I have also specified the type of approved TPF to be used by including an approved detail drawing and/or description as part of my submission.
- ☐ No TPF will be installed.

4. Equipment Usage

- ☐ Heavy equipment, such as a mini-excavator, will be used on this project and I have included details on the specific equipment to be used, including type of equipment, model, ground pressure, and other information as available.
- ☐ No heavy equipment will be used. All work will be conducted with hand tools and by foot traffic only.

5. Trunk Protection

- ☐ Equipment or vehicles may pass close to a tree's trunk and trunk protection has been specified on the plan for the relevant trees. The installation detail for the trunk protection has been included as part of this submission.
- ☐ No trees will require trunk protection.

Updated:
April 2021



Tree Protection Plan Manual

II. Tree Protection Plan Checklist Instructions

1. Tree Inventory/List

A tree inventory documents each Urban Forest Tree (trees over 24" circumference or 7 and 5/8" diameter) on the project property and adjacent properties. It is comprised of a list of the trees with their inventory number and details as well as a map that locates each tree with its number.

A key component of a tree inventory is the diameter of the trunk measured at 4.5' from the ground, also called the tree's Diameter at Breast Height (DBH). This in turn is used to calculate the tree's Critical Root Zone. Please see the Tree Permits page on the City of Takoma Park website for instructions on how to measure DBH.

A Tree Inventory must include at least the following:

- Tree inventory/map number (1, 2, 3, etc...)
- Tree species (best guess by applicant is acceptable)
- Tree diameter in inches measured at 4.5' from ground level

Some more complex and high impact projects may also benefit from additional details determined by a qualified arborist:

- Tree species (verified by a qualified arborist)
- Tree condition
- Tree condition comments
- Tree canopy radius
- Special tree protection measures (root prune, stress mitigation measures, etc...)

Note that having a qualified arborist conduct your inventory can be helpful in determining which trees may be in decline and not worth preserving, which trees are especially vigorous and tolerant of construction impact, and/or what the typical rooting pattern of a tree of a given species is likely to be. This knowledge can aid in your design process and make for a smooth tree protection experience.

2. Critical Root Zones (CRZ)

The CRZ is the area around a tree in which its roots may be expected to be found. According to industry best management practices, a tree's CRZ may vary between 0.5 and 1.5 feet of radius per inch of trunk diameter. The size varies based on species susceptibility to root loss, age of tree, and condition of tree.

For projects that are simpler in scope and that have less substantial tree impacts, the CRZ of every tree does not need to be professionally determined or drawn onto the plans. However, the Urban Forest Manager will be reviewing your project with tree CRZ's in mind and may require adjustments if a sufficient portion of a tree's roots have not been adequately protected.

For more complex and high-impact projects, the UFM may require the CRZ of the trees to be drawn onto the plans under the guidance of a qualified arborist.

Updated:
April 2021



Specific Directives From Resolution

target planting efforts, both public and private, toward actions that are the most effective at promoting robust tree canopy, with an appropriate focus on native and climate adapted species

Completed / Ongoing Actions Include:

- Updated Species List
- Plan and implement high-quality tree plantings
- Deploy effective outreach and engagement strategies

Planned / Under Consideration Include:

Develop web resources to guide residents in caring for their trees

- Street Tree Request Process

Takoma Park Approved Tree Species List

| Scientific Name | Common Name | Nearest Historically Native State | Size Category | Mature Canopy Height (feet) | Mature Canopy Spread (feet) | Soil Moisture Preference | | | Sun Preference | | | Notes |
|--------------------------------|----------------------|-----------------------------------|---------------|-----------------------------|-----------------------------|--------------------------|-------|-----|----------------|----------|-------|--|
| | | | | | | Dry | Moist | Wet | Full-Sun | Part-Sun | Shade | |
| <i>Acer rubrum</i> | Red Maple | Maryland | Large | 40-75 | 35-80 | | x | x | x | x | | Surface roots can inhibit other plant growth. Not recommended near pavement. Tolerant of a variety of soil and light conditions. |
| <i>Acer saccharinum</i> | Silver Maple | Maryland | Large | 50-85 | 55-80 | | x | x | x | x | | Surface roots can inhibit other plant growth. Not recommended near pavement. |
| <i>Acer saccharum</i> | Sugar Maple | Maryland | Large | 55-85 | 45-70 | | x | | x | x | x | Less tolerant of urban conditions than other maples |
| <i>Aesculus flava</i> | Yellow Buckeye | West Virginia | Large | 55-75 | 45-65 | | x | | x | x | | Showy flower, large husked seed |
| <i>Carya cordiformis</i> | Bitternut Hickory | Maryland | Large | 55-85 | 45-75 | | x | x | x | x | | Large husked nut |
| <i>Carya glabra</i> | Pignut Hickory | Maryland | Large | 55-80 | 35-50 | x | x | x | x | x | | Large husked nut |
| <i>Carya illinoensis</i> | Pecan | Kentucky | Large | 75-100 | 40-75 | | x | | x | | | Large husked nut, edible |
| <i>Carya ovata</i> | Shagbark Hickory | Maryland | Large | 65-90 | 50-85 | | x | | x | x | | Large husked nut |
| <i>Carya tomentosa</i> | Mockernut Hickory | Maryland | Large | 55-70 | 45-60 | | x | | x | x | | Large husked nut |
| <i>Celtis laevigata</i> | Sugarberry | Virginia | Large | 60-80 | 60-80 | | x | x | x | x | | Small edible fruit. More tolerant of urban conditions |
| <i>Celtis occidentalis</i> | Hackberry | Maryland | Large | 40-75 | 40-75 | | x | x | x | x | | More tolerant of urban conditions |
| <i>Fagus grandifolia</i> | American Beech | Maryland | Large | 50-85 | 45-75 | | x | | x | x | | Small husked nut |
| <i>Gleditsia triacanthos</i> | Honey Locust | Maryland | Large | 45-75 | 45-75 | x | x | x | x | | | More tolerant of urban conditions. Recommend planting cultivated varieties without the large thorns |
| <i>Gymnocladus dioica</i> | Kentucky Coffee Tree | Pennsylvania | Large | 60-80 | 40-55 | | x | | x | | | Showy flower, large pod. More tolerant of urban conditions. |
| <i>Juglans nigra</i> | Black Walnut | Maryland | Large | 65-90 | 65-90 | | x | | x | | | Large husked nut. Releases a chemical 'juglone' that can inhibit the growth of other plants |
| <i>Liquidambar styraciflua</i> | Sweet Gum | Maryland | Large | 60-85 | 50-70 | | x | x | x | x | | Spikey seed capsule, low-fruited cultivated varieties available. More tolerant of urban conditions |
| <i>Liriodendron tulipifera</i> | Tulip Poplar | Maryland | Large | 65-95 | 35-50 | | x | | x | x | | Showy flower |
| <i>Magnolia acuminata</i> | Cucumber Magnolia | Maryland | Large | 55-85 | 35-55 | | x | | x | x | | Showy flower |
| <i>Magnolia grandiflora</i> | Southern Magnolia | North Carolina | Large | 60-80 | 30-50 | | x | | x | x | | Evergreen, showy flower, showy fruit |
| <i>Pinus echinata</i> | Shortleaf Pine | Maryland | Large | 50-75 | 35-50 | x | x | | x | | | Evergreen |
| <i>Pinus rigida</i> | Pitch Pine | Maryland | Large | 45-70 | 40-65 | x | | | x | | | Evergreen |
| <i>Pinus strobus</i> | Eastern White Pine | Maryland | Large | 60-85 | 30-50 | x | x | | x | x | | Evergreen |
| <i>Pinus taeda</i> | Loblolly Pine | Maryland | Large | 55-90 | 30-50 | x | | x | x | | | Evergreen |
| <i>Platanus occidentalis</i> | American Sycamore | Maryland | Large | 75-100 | 75-100 | x | x | | x | x | x | Anthraxnose can cause deformities and early leaf drop, but most trees can tolerate this without much issue |
| <i>Populus deltoides</i> | Eastern Cottonwood | Maryland | Large | 65-95 | 45-90 | | x | x | x | | | "Cotton"-covered seeds |
| <i>Populus grandidentata</i> | Bigtooth Aspen | Maryland | Large | 50-70 | 20-40 | | | | x | | | "Cotton"-covered seeds |
| <i>Prunus serotina</i> | Black Cherry | Maryland | Large | 45-70 | 25-50 | x | x | | x | x | | Small showy flower, small fruit |
| <i>Quercus alba</i> | White Oak | Maryland | Large | 55-85 | 50-80 | | x | x | x | x | | Acorns |
| <i>Quercus bicolor</i> | Swamp White Oak | Maryland | Large | 55-75 | 50-65 | | x | x | x | x | | Acorns. Better suited for urban conditions than other oaks |
| <i>Quercus coccinea</i> | Scarlet Oak | Maryland | Large | 55-75 | 40-60 | x | x | | x | | | Acorns |
| <i>Quercus falcata</i> | Southern Red Oak | Maryland | Large | 65-80 | 55-65 | x | x | | x | | | Acorns |
| <i>Quercus imbricaria</i> | Shingle Oak | Maryland | Large | 45-60 | 45-60 | | x | | x | | | Acorns |
| <i>Quercus lyrata</i> | Overcup Oak | Maryland | Large | 40-60 | 40-60 | | x | x | x | | | Acorns |
| <i>Quercus macrocarpa</i> | Burr Oak | Maryland | Large | 65-80 | 65-80 | x | x | | x | | | Acorns |
| <i>Quercus michauxii</i> | Swamp Chestnut Oak | Maryland | Large | 50-70 | 55-75 | | x | x | x | | | Acorns |
| <i>Quercus montana (pinus)</i> | Chestnut Oak | Maryland | Large | 50-75 | 55-70 | x | x | | x | x | | Acorns |
| <i>Quercus muehlenbergii</i> | Chinquapin Oak | Maryland | Large | 50-65 | 50-85 | x | x | | x | | | Acorns |
| <i>Quercus nigra</i> | Water Oak | Maryland | Large | 50-80 | 45-70 | | x | x | x | x | x | Acorns |
| <i>Quercus palustris</i> | Pin Oak | Maryland | Large | 55-75 | 40-60 | | x | x | x | | | Acorns |
| <i>Quercus phellos</i> | Willow Oak | Maryland | Large | 55-80 | 35-55 | | x | x | x | x | | Acorns. Better suited for urban conditions than other oaks |
| <i>Quercus rubra</i> | Northern Red Oak | Maryland | Large | 55-80 | 55-75 | x | x | | x | x | | Acorns |
| <i>Quercus stellata</i> | Post Oak | Maryland | Large | 45-55 | 45-55 | x | x | | x | | | Acorns |
| <i>Quercus velutina</i> | Black Oak | Maryland | Large | 60-75 | 60-75 | x | x | | x | | | Acorns |
| <i>Tilia americana</i> | American Linden | Maryland | Large | 60-85 | 40-60 | | x | | x | x | x | Notable nectary for bees and honey production |
| <i>Tsuga canadensis</i> | Eastern Hemlock | Maryland | Large | 50-80 | 30-40 | | x | | | x | x | Evergreen, Woolly adelgid can lead to premature decline |
| <i>Ulmus americana</i> | American Elm | Maryland | Large | 65-85 | 50-75 | | x | x | x | x | | Dutch elm disease can lead to premature decline, disease resistant varieties available |

Proposed Urban Forest Program Website Update:

- Takoma Park Urban Forestry Program
 - Tree Permits and Regulation
 - Tree Removal Permit
 - Tree Impact Assessment and Tree Protection Plan Permit
 - Emergency Work Near Trees
 - Other City Tree Regulations
 - State and County Tree Regulations
 - Tree Ownership, Property Lines, Easements
 - Tree Planting and Other City Tree Programs
 - Plant-A-Tree
 - Tree Planting on City Property
 - Pilot Planting Program
 - Leaf Collection, Leaf Mulch, and Woodchips
 - Emergency Tree Fund
 - Tree Care and Education
 - How to plant a tree
 - Young tree care
 - Mature tree care
 - Concerning Tree Pests and Diseases of Particular Concern
 - Vines and Trees
 - Tree Concerns with Landscaping and Hardscaping
 - Tree Concerns with Construction
 - Building Healthy Soil for Healthy Trees
 - Tree Benefits / Designing for Trees in the Landscape
 - Workshops and other resources





Specific Directives From Resolution

address the need for greater community planting efforts to replenish trees on private property that are removed

Ongoing Efforts Include:

- Plant-a-Tree Program

Planned Efforts Include:

- Pilot Planting Program
- New educational resources
- Increased promotional efforts



Plant-A-Tree Order Form
The City of Takoma Park offers discount tree plantings
for private properties inside the city

- For the first tree, half of the cost is covered by the city. The cost to you for the first tree is \$130.
- For additional trees, you get the city's reduced wholesale pricing. The cost to you for additional trees is \$260.
- The Urban Forest Manager will coordinate the entire ordering and planting processes.
- You get a minimum 1.5" caliper tree (6-10 feet tall) planted with a ring of mulch and a deer guard.

Requirements:

- The property must be located within the Takoma Park city limits.
- Trees being planted to fulfill a replant requirement for a Tree Removal Permit are not eligible for the half-cost price but are eligible for the wholesale price. Please calculate the total cost accordingly.
- You must provide a sketch or map of your property with the tree planting location noted when you submit your application. Applications submitted without a map cannot be accepted. A plat of your property or a screen-shot of a web map can be useful as a base map for locating the trees.
- A check for payment must be provided at the time you submit your application. Checks must be made payable to City of Takoma Park.

Please sign below to indicate your compliance with these requirements

Signature: _____

Date: _____

Name: _____

Phone: _____

Address: _____

Email: _____

Indicate the quantity of each species you would like to order:

Blackgum Southern Magnolia Sycamore Bald Cypress
 River Birch Swamp White Oak American Linden

Total number of trees ordered:

Pricing key:*

| | | | | |
|------------------|------------------|------------------|------------------|-------------------|
| 1 tree = \$130 | 2 trees = \$390 | 3 trees = \$650 | 4 trees = \$910 | 5 trees = \$1170 |
| 6 trees = \$1430 | 7 trees = \$1690 | 8 trees = \$1950 | 9 trees = \$2210 | 10 trees = \$2470 |

*Note: The prices of the trees already include the 6% Maryland sales tax.

**Applications must be mailed to or dropped off at the Public Works building.
Feel free to contact the Urban Forest Manager if you have any questions.**

Takoma Park Public Works | 31 Oswego Avenue | Silver Spring, MD 20910
UrbanForestManager@TakomaParkMD.gov | 301-891-7612



Specific Directives From Resolution

address racial disparities in current efforts and that otherwise exist with respect to tree canopy coverage within the City

Ongoing Actions Include:

- Prioritize wards 4 and 6 for public planting

Planned Actions Include:

- Pilot Planting Program



Specific Directives From Resolution

provide recommendation on options for measurement and benchmarks to use to measure urban forest health

Recommendation

- Continue with periodic lidar-based canopy analysis
- Follow trends and best practices for urban forest health assessment
- Explore options for developing a public space tree inventory

Takoma Park Tree Canopy Assessment



Why is Tree Canopy Important?

Trees provide many benefits to communities, such as improving water quality, reducing stormwater runoff, lowering summer temperatures, reducing energy use in buildings, removing air pollution, enhancing property values, improving human health, providing wildlife habitat, and aesthetic benefits¹. Many of the benefits that trees provide are correlated with the size and structure of the tree canopy which is the layer of branches, stems, and leaves of trees that cover the ground when viewed from above. Therefore, understanding tree canopy is an important step in urban forest planning. A tree canopy assessment provides an estimate of the amount of tree canopy currently present as well as the amount of tree canopy that could theoretically be established. The tree canopy assessment can be used by a broad range of stakeholders to help communities plan a greener future.

¹National Research Council. Urban Forestry: Toward an Ecosystem Services Research Agenda: A Workshop Summary. Washington, DC: The National Academies Press, 2013.

How Much Tree Canopy Does Takoma Park Have?

An analysis of the City of Takoma Park based on land cover data (Figure 1) derived from circa 2018 data found that 772 acres of the city is covered by tree canopy (termed Existing Tree Canopy). This represents 58% of all of the land within the City (Figure 2). An additional 25% (338 acres) of the city's land area could theoretically be modified to accommodate tree canopy (termed Possible Tree Canopy). Within the Possible category, 15% (201 acres) of total land area was classified as Vegetated Possible and another 10% (138 acres) as Impervious Possible. Establishing tree canopy on areas classified as Impervious Possible will have a greater impact on water quality and summer temperatures while planting on Vegetated Possible (grass/shrub), will generally be easier. 17% (210 acres) of the city is generally not suitable for establishing new tree canopy (buildings and roads).

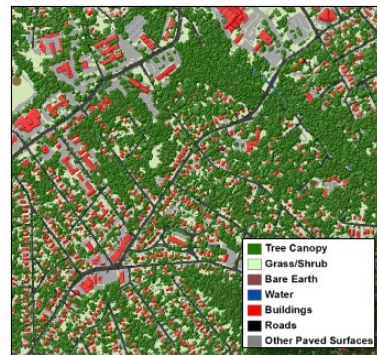


Figure 1: Study area and example of the land cover derived from high-resolution imagery for this project.

About the Project

This project applied the USDA Forest Service's Tree Canopy Assessment protocols to the City of Takoma Park. The analysis was conducted using imagery and LiDAR acquired in 2017 and 2018, respectively.

The Spatial Analysis Laboratory (SAL) at the University of Vermont's Rubenstein School of the Environment and Natural Resources carried out the assessment in collaboration with the City of Takoma Park.

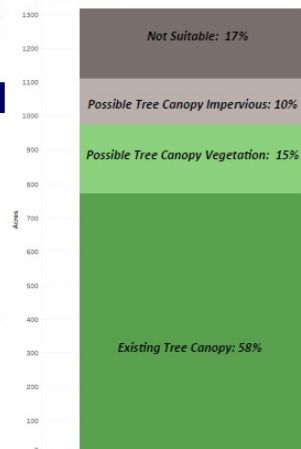


Figure 2: Tree Canopy metrics showing the total acres of land area covered by each category.

Key Terms

Tree Canopy: Tree canopy is the layer of branches, stems, and leaves of trees that cover the ground when viewed from above.

Land Cover: Physical features on the earth mapped from aerial or satellite imagery, such as trees, grass, water, and impervious surfaces.

Existing Tree Canopy: The amount of urban tree canopy present when viewed from above using aerial or satellite imagery.

Impervious Possible Tree Canopy: Asphalt or concrete surfaces, excluding roads and buildings, that are theoretically available for the establishment of tree canopy if improvements were made.

Vegetated Possible Tree Canopy: Grass or shrub area that is theoretically available for the establishment of tree canopy.

Not Suitable: Areas where it is highly unlikely that new tree canopy could be established (primarily buildings and roads).



Specific Directives From Resolution

a prioritized city tree planting plan
and map on city property and right
of way

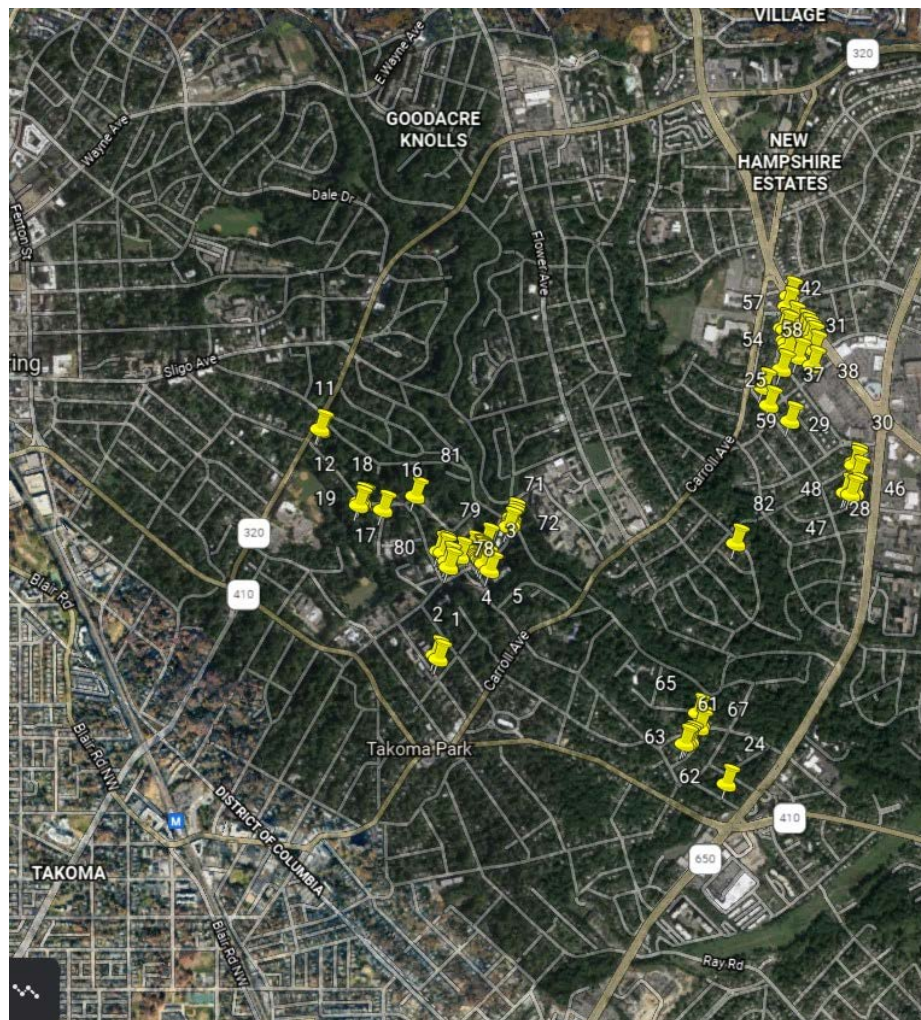
Ongoing Actions Include:

- To address racial equity goals, wards 4 and 6 will remain the priority
- Planting locations determined on a rolling basis.

Proposed Actions Include:

- Explore options for publishing a map of newly planted trees in public space.

Spring 2021 Public Space Plantings





Specific Directives From Resolution

develop a pilot project in collaboration with those most impacted in the community in areas of lesser tree cover – including renters, single-family homeowners, multifamily building owners/managers, and commercial and institutional property owners/managers –for effective methods to maintain and increase tree health and coverage that could then be used as a model for other areas of the city

Actions In Progress

- Pilot planting program framework has been developed
- Implementation to begin later this year
- Intern-supported program to start

Pilot Program Targets



Tree Plantings

Work with and conduct tree plantings at the following numbers of properties:

- At least 20 single-family homes
- At least 5 multi-family properties, 2 or more of which have 6 or more units
- At least 3 commercial properties
- At least 3 institutional properties, which may include churches, educational institutions, and other community facilities.

Plant 50 trees across all property types

Outreach

- Attend and present at least at 3 community meetings.
- Identify and conduct targeted outreach to at least 10 commercial properties that have plantable space for trees.
- Identify and conduct targeted outreach to institutional properties that have plantable space for trees.
- Identify and conduct targeted outreach to multi-family properties across wards 4 and 6.
- Identify and utilize venues for outreach to the general public in wards 4 and 6, such as neighborhood list serves, local publications, and community announcement boards.



Specific Directives From Resolution

provide recommendations on how the current tree fund may be restructured to help fund a pilot project and other tree planting and maintenance efforts, including financial assistance to low- and moderate-income residents for such purposes.

On-Going Activities Include:

- Plant-A-Tree Discounted Plantings
- Emergency Tree Fund for Hazardous Tree Maintenance

In-Progress Activities Include:

- Pilot Planting Program Low-Cost/Free Plantings



City of Takoma Park Maryland
**EMERGENCY TREE FUND
HOMEOWNER APPLICATION**

The Emergency Tree Fund Program provides assistance to income eligible homeowners unable to afford to pay for hazardous tree's on private property. If selected to participate in the program, approved tree removals will be completed by a licensed contractor under the direction of the City. Prior to the City assigning a contractor, homeowners will be required to enter into an agreement with the City identifying the specific work that will be performed on their behalf and detailing their obligations under the program. Approved work will be done at no cost to the homeowner.

| SECTION 1: APPLICANT INFORMATION | | | | |
|---|--------------|--------------------------------|----------------|-------------------|
| Name of Homeowner | | | | |
| Street Address | | | | |
| Phone Number | Daytime | Email Address | | |
| | Cell | | | |
| Number of people living in the house | | Do you own other property? | | |
| Number of years at this address | | If yes, list address | | |
| Do you have a mortgage? | | Do you have any renters? | | |
| Is your mortgage payment current? | | If yes, amount of monthly rent | \$ | |
| Alternate Contact (in case we cannot reach you) | | | Relationship | |
| Phone Number | Daytime | Email Address | | |
| | Cell | | | |
| SECTION 2: HOUSEHOLD MEMBERS. This information is required for of the homeowner and ALL of the people living in the home regardless of their age or familial relationship. | | | | |
| Name | Relationship | Date of Birth | Ethnicity Race | Disabled Yes / No |
| | Homeowner | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| SECTION 3: ANNUAL HOUSEHOLD INCOME. List ALL sources of income – both taxable and nontaxable – | | | | |



Some Closing Thoughts

- Tree preservation remains vitally important
- Our capacity to conduct city-scale data collection and analysis beyond the lidar study is limited, but we know what needs to be done:
 - Preserve our mature trees as best we can
 - Plant and care for new trees
 - Stay current with best management practices on regionally emerging pest and disease issues
- Private property holds the greatest potential for tree planting. Embarking on a city-led effort to address this entails a major expansion of scope for our urban forestry program, with staffing implications. We will learn much with the Pilot.



Conclusion

Thank you for your time!

Marty Frye - Urban Forest Manager

#TogetherTKPK



Council- Appointed Committees 5th Update

by: Councilmembers Dyballa, Kostiuik, Searcy

May 19, 2021



Goals for Tonight's Discussion

- Recap progress to date: committee purposes, administrative changes, appointments
- Discuss city attorney recommendations on adopting code changes
- Review previous recommendations for standing committees
- Discuss recommendations for 4 remaining non-regulatory standing committees



Proposed Approach to Re-Establish and Recruit For

Clarify Purpose and Charge of Committees

- Purpose or Charge of Committees
- Number of Committees
- Committee Structure
 - Size
 - Term Lengths
 - Operational Requirements
- Selection Criteria

Adopt Code Changes and Review Administrative Committee Function(s)

- Application and Administrative Processes
- Orientation Program
- Code of Conduct and Reporting Mechanism
- Equity Training
- Adopt Code Changes

Create a New Recruitment Strategy for Committees

- Explore ways to increase diversity on committees
 - Outreach Approaches
 - Compensation/ Incentives

March 2021

April 2021

May 2021

Key Recommendations: Quasi Judicial & Regulatory Committees

Retain 5 groups:

- Board of Elections
- COLTA
- Ethics Commission
- Police Pension Board
- Tree Commission

Discontinue one group:

- Personnel Appeals Board

Reconsider one group within broader context:

Noise Control Board

Adopt common structure for 5 groups:

7-9 members

2 3-year terms, total 6 years (exception: BOE)



Standing Committees to Retain

- Arts and Humanities Commission
- Emergency Preparedness Committee
- Grants Review Committee
- Recreation Committee (possible renaming)
- Youth Council

Recommend:

- Retain the committee and its overall purposes
- Appoint/reappoint members
- Work with committee on minor code and other revisions
- Implement common structure and membership
- Exceptions: Emergency Preparedness institutional members, perhaps AHC non-resident artists, Youth Council unique



Revised Core Charge For Standing Committees, Boards, and Commissions

- Provide the Council with **tangible recommendations** in key **priority areas** or fulfill the City's **regulatory** functions and requirements
- Leverage **residents'** technical **expertise** and **lived experiences** to inform City policies and programs
- Ensure that the Council has regular and timely **information** to use when considering its priorities or important issues
- Create an opportunity to **engage residents** on issues that are important to them as well as enable residents to assist in community education and engagement activities in their priority areas



Revised Factors to Prioritize Need for Specific Standing Committees

Primary

☐

- ☐ Work supports Council's priorities or a continuing City structural purpose
- ☐ Issue is well addressed by a standing committee
- ☐ Ongoing attention needed on the issue
- ☐ Staff capacity to support committee

Secondary

☐

- ☐ Need for technical expertise and/or lived experience
- ☐ Issue is relevant and important to residents
- ☐ Can existing entity do the work?



Current Standing Committees: Consider Changes

| Committee, Board, Commission | Purpose | Membership |
|------------------------------|---|--|
| Façade Advisory Board | Advise on commercial façade designs in historic area | 7 voting members, various categories 2 3-year terms |
| Commemoration Commission | Commemorations, memorials and recognitions Establish and administer program Parks and streets renaming | 5-9 voting, 4 non-voting members, no term limits In practice, 5 current members |
| Nuclear Free Committee | Oversee compliance & education for city nuclear-free zone act Propose socially responsible investment policy | 7 members in code, 3 in practice 2-year terms, no term limits |
| Complete Safe Streets | Advise on transportation-related issues Encourage alternatives to driving | Up to 11 members, 3 2-year terms, recently far fewer Currently on self-imposed hiatus |
| Committee on the Environment | Advise on all environmental issues including climate Partner on environmental certifications | 11-15 members, various categories; 3 2-year terms Currently disbanded |
| | | |

Current Standing Committees: Consider Changes

| Committee, Board, Commission | Purpose | Key Issues |
|------------------------------|---|---|
| Façade Advisory Board | Advise on commercial façade designs in historic area | Discontinue as a standing committee Ask current members for rec's moving forward |
| Commemoration Commission | Commemorations, memorials and recognitions Establish and administer program | City staff take on major tasks Discontinue as a standing committee, and reappoint current members for 3-6 months or as separate working group, ask for rec's moving forward |
| Nuclear Free Committee | Oversee compliance and education for city nuclear-free zone act | Can city staff fulfill ordinance tasks and intent Discontinue as a standing committee, and reappoint current members for 3-6 months or as separate working group, ask for rec's moving forward |
| Complete Safe Streets | Advise on transportation-related issues Encourage alternatives to driving | Very broad charge Discontinue as standing committee; consider future task force on Vision Zero policies |
| Committee on the Environment | Advise on all environmental issues including climate Partner on environmental certifications | Reform as a standing committee for Sustainable MD Encourage staff-level working groups on specific technical topics. Consider future task force on climate policies if needed |
| | | |

Role of Council in Standing Committees

To get:

- Tangible recommendations
- Leverage resident experience
- Timely information
- Community engagement

Council Roles:

- Make appointments
- Regular interaction & feedback on work
- Annual review of purpose & charge
- Hear periodic reports or recommendations
- Assist with recruiting and outreach



Thank you!!!!

Please let us know if you have any questions about the ideas outlined in this presentation!

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